

Region 7

2026 Regional Sexual Assault Response Plan

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Louisiana Region VII Sexual Assault Response Plan

January 2026

Introduction

Region VII has created this preliminary Sexual Assault Response Plan (SARP) in order to comply with ACT 229. The plan was initially developed through the hard work of Todd Thoma, MD, Caddo Parish Coroner, and Olivia Jones, Executive Director of Forensic Nurse Examiners of Louisiana. Through outreach and coordination the plan was extended throughout the entire nine parishes of Region VII with the agreement of coroners, law enforcement, hospitals, and rape crisis center leadership.

Parishes in Region VII: Caddo, Claiborne, Bossier, Bienville, DeSoto, Natchitoches, Red River, Sabine, and Webster

Hospitals in Region VII:

Designated Region 7 Hospitals	ER	Location	Parish
Bienville Medical Center	Yes	Arcadia	Bienville
Willis-Knighton Bossier Health Center	Yes	Bossier	Bossier
Christus Shreveport-Bossier Health System	Yes	Shreveport	Caddo
North Caddo Medical Center	Yes	Vivian	Caddo
Ochsner LSU Health Shreveport	Yes	Shreveport	Caddo
Willis Knighton North	Yes	Shreveport	Caddo
Willis Knighton Piermont	Yes	Shreveport	Caddo
Claiborne Memorial Medical Center	Yes	Homer	Claiborne
Desoto Regional Health System	Yes	Mansfield	Desoto
Natchitoches Regional Medical Center	Yes	Natchitoches	Natchitoches
Christus Coushatta Health Care Center	Yes	Coushatta	Red River
Sabine Medical Center	Yes	Many	Sabine
Minden Medical Center	Yes	Minden	Webster
Springhill Medical Center	Yes	Springhill	Webster
Pathway Rehabilitation Hospital of Bossier	No	Bossier	Bossier
Red River Behavioral Center	No	Bossier	Bossier
Brentwood Hospital	No	Shreveport	Caddo
Life Care Hospitals of Shreveport Piermont Campus	No	Shreveport	Caddo
Shriners Children's Hospital	No	Shreveport	Caddo
Specialists Hospital Shreveport	No	Shreveport	Caddo
Louisiana Extended Care Hospital of Natchitoches	No	Natchitoches	Natchitoches
Specialty Rehabilitation Hospital	No	Coushatta	Red River

*****it should be noted that all hospitals containing an ER will be available hospitals for Adult AND pediatric exams. The SAFE/SANE providers in the region are trained for adult and pediatric care.**

EMS Services in Region VII

Agency Name	Service Area
Advanced EMS	Webster, Bienville
Balentine Ambulance Service	Caddo, Bossier, Shreveport, Bossier City
Bienville Parish Fire District 4/5	Part of Jamestown, Ringgold
Bossier City Fire Department	Bossier City EMS
Bossier Parish EMS	Bossier Parish
Caddo Fire District 1	Caddo Parish (Blanchard, Longwood area)
Caddo Fire District 3	Caddo Parish (Greenwood area)
Caddo Fire District 4	Caddo Parish (Four Forks, Colquitt Rd Area)
Caddo Fire District 5	Caddo Parish (Ellerbe, Forbing, Caspiana)
Caddo Fire District 6	Caddo Parish (Keithville)
DeSoto Parish EMS	DeSoto Parish (Mansfield, Logansport etc.)
Med Express	Sabine Parish
Natchitoches Parish EMS	Natchitoches Parish
North Caddo EMS	Vivian, Oil City, Hoston, Rodessa, Mooringsport, Dixie
Pafford EMS	Webster, Claiborne, Bienville,
Red River EMS	Red River Parish
Shreveport Fire Department	City of Shreveport EMS
Life Air Rescue	Helicopter EMS for all of region 7
Willis Knighton Transport	Willis Knighton Ambulance Service

Sheriff Departments in Region VII

Parish	Name	Email
Bienville	John E Ballance	jballance@bienvillesheriff.org
Bossier	Julian C. Whittington	Jwhittington@bossiersheriff.com
Caddo	Henry Whitehorn	ada.nelson@caddosheriff.org
Claiborne	Sam Dowies	sam.dowies@claibornesheriff.org
Desoto	Jayson Richardson	jrichardson@dpsa.org
Red River	Glen Edwards	sheriffedwards@redriverparishsheriff.org
Natchitoches	Stuart Wright	
Sabine	Aaron Mitchell	a.mitchell@sabinesheriff.org
Webster	Jason Parker	jparker@webstersheriff.org

University/Collage Security in Region VII

University/Collage Security	Name	Email
Centenary Collage Public Safety	Eddie Walker - Director of Public Safety	ewalker@centenary.edu
Louisiana State University at Shreveport Police	Allen Johnson --Chief of University Police Department	police@lsus.edu.

Southern University at Shreveport Police Department	Jeffery K. Ivey – Chief of Police	jivey@susla.edu
Bossier Parish Community College Campus Safety	Jimmy Stewart- Chief of Police	
LSU Health Sciences	Director – University Police - Vaughn Burris Associate Director – University Police Scott Phillips	vaughn.burris@lsuhs.edu scott.phillips@lsuhs.edu

FORENSIC MEDICAL EXAMINATION (FME):

Per ACT 229 (and R.S. 15:622 and R.S. 15:623), a forensic medical examination means an examination provided to the survivor of a sexually oriented criminal offense by a healthcare provider for the purpose of gathering and preserving evidence of a sexual assault for use in a court of law. An FME shall include the following:

- Examination of physical trauma
- Patient interview, including medical history, triage, and consultation
- Collection and evaluation of evidence, including but not limited to the following:
 - ✚ Photographic documentation
 - ✚ Preservation and maintenance of chain of custody
 - ✚ Medical specimen collection
 - ✚ When determined necessary by the healthcare provider, an alcohol-and-drug-facilitated sexual assault assessment and toxicology screening.

PURCHASE AND STORAGE OF SEXUAL ASSAULT COLLECTION KITS PRIOR TO USE:

The statewide tracking system, Sexual Assault Kit (SAK) Tracking System, requires that the Physical Evidence Recovery Kit (PERK) be uniform throughout the state. These kits will be purchased by the hospitals from the State Crime Lab. SAFE nurse/medical coroner/physicians, law enforcement, and some survivor advocacy groups may also purchase collection kits to cover in case a hospital runs low on the kits. The PERK no longer requires vaginal washings, so it no longer requires refrigeration for storing and do not expire. Due to this change, sterile water will need to be on hand when the kit is used.

The PERKs are available through the State Crime Lab. If a hospital or entity has remaining kits, they may request barcodes from the State Crime Lab so that they may continue to use their kits until they are gone and the kits can be tracked through the new system. The State Crime Lab is in the process of creating an online form to be able to request PERKs simply from their website, <https://lsp.org/about/leadershipsections/support/crime-lab/sexual-assault-kit-tracking-unit/>. Until this is in place, kits may be requested through a phone call or email to the following person. Contact: Email: Bridget DePew at bridget.depew@la.gov or Carie Whittington at carie.whittington@la.gov

Phone: 225-925-7628

These kits will be sent out within a day or two from requested date.

PROVIDERS CONDUCTING FORENSIC MEDICAL EXAMINATIONS:

The use of Sexual Assault Forensic Examiners (SAFE) Nurses occurs in the nine parishes in Region VII. Because each Forensic Medical Exam can take 3 to 5 hours to perform, and because each SAFE nurse/medical coroner/physician has received training in both adult and pediatric forensic medical examinations, the SAFE nurse/medical coroner/physician is called to perform the FME. If no SAFE nurses are available in the region, the emergency department physician or the coroner, if a qualified medical provider, will conduct the FME. All parishes abide by this protocol, which has been signed by all of the parishes.

Hospital/healthcare providers:

Each parish within Region VII has at least one hospital with an emergency department that is required by law to provide FME to survivors of sexual assault. Each hospital will be prepared to offer FME to survivors according to this plan. For parishes containing more than one hospital with an emergency department, it should be up to the survivor to decide which hospital to visit to seek services.

Procedure/protocol:

Note: Beginning November 1, 2025, with any survivor presenting to a hospital in Bossier Parish, the provider will call Bossier Parish Coroner's Office to provide the SAFE nurse for the examination. If Bossier Coroner's Office is unable to provide a SAFE nurse, then the investigating officer shall call the Caddo Parish Coroner's Office to see if a SAFE nurse is available. If a survivor reports to a hospital in any other Region 7 parishes, the provider will call Caddo Coroner's Office to provide the SAFE Nurse for the examination. If no SAFE nurse is available at the time of calling for them, the ER Physician or coroner, if a physician, is to do the examination.

Hospital presentation of the adult survivor without law enforcement:

The adult survivor will decide whether or not to report. Once the adult survivor is assessed for safety, harm and specific needs, the ER staff will call the Victim's Advocate (**VA**) (**Project Celebration**). The VA assists the survivor by providing information on the legal and medical processes. The VA explains the options to report or not to report to Law Enforcement. The VA acts as an intermediary between the survivor and the SART team and the legal system. The VA will provide the survivor with toiletries, clothing, assistance with calls, etc. Calling the VA should always be one of the first steps in aiding the survivor.

If the adult survivor decides to report to law enforcement,

Law enforcement is called and responds to the hospital. In all cases where the survivor is under 18, it is mandated by law that the offense be reported to the appropriate law enforcement jurisdiction. If the survivor wishes to have a rape examination, whether reporting or not to law enforcement, the hospital will call the coroner's office to request a SAFE nurse/medical coroner/physician. If there is no SAFE nurse/medical coroner/physician available, the emergency department physician performs FME.

Until the responding officer arrives, the SAFE nurse/medical coroner/physician may gather only the information needed to perform the FME. The Physical Evidence Recovery Kit (PERK) will not be collected until the sex crime investigator has arrived, spoken to the survivor, and determined that the PERK administration is necessary. The investigator and SAFE nurse/medical coroner/physician/physician/

medical coroner will determine a mutually agreeable course of action based on the facts of the individual case.

The survivor has the right by law to have a VA (Victim's Advocate) present while being interviewed by law enforcement. The survivor may also request up to one other person besides the advocate to be present, unless this person is a potential witness. If the requested visitor is a potential witness, law enforcement will have discretion as to who will be allowed in during the interview. If the responding officer is not a sex crime investigator (SCI), the responding officer (RO) will take only enough information to complete his report, determine the crime scenes, witnesses, and suspects. The RO will call the sex crime investigator and brief. If a sex crime has been determined to have occurred, the SCI will present to the ER, debrief and release the RO. The SAFE nurse/medical coroner/physician and SCI will coordinate their interviews. The SCI will conduct an interview without the SAFE nurse/medical coroner/physician, during which the VA may be present. If another person is requested by the survivor, the SCI will use his/her discretion as to whether to allow that person in the room during the interview. The SCI will complete the interview, step out, and allow the SAFE nurse/medical coroner/physician to perform the FME, including the PERK. The SAFE nurse/medical coroner/physician will do minimal interviewing of the survivor during the FME. All evidence obtained is immediately relinquished to the SCI. The SCI may leave and continue the investigation outside the hospital while the FME is being performed, as it takes often 3-5 hours. Once the FME is completed, the SCI or his designee will be contacted and all sealed evidence will be transferred to law enforcement's possession. The SAFE nurse/medical coroner/physician or HCP will provide the survivor with follow-up information regarding medical care and test results. The SCI or his designee will provide information regarding the investigative process, and an appointment should be made for a taped statement within 7 days of the exam, providing the survivor is willing. The survivor will be given the tracking number and how to access the system, so that the survivor may look up the location of the PERK done on this survivor.

Law enforcement presentation:

If law enforcement/EMS transports survivor or meets them at the hospital; law enforcement or the hospital will call the coroner's office to request a SAFE nurse/medical coroner/physician. If there are no SAFE nurse/medical coroner/physicians available, the emergency department physician performs FME. The VA should be called by law enforcement or the hospital, but it is imperative that the VA be called. The RO (responding Officer) will conduct a brief interview, during which the survivor may have a support person with them. If this person is a potential witness, he/she will be interviewed first and separately from the survivor. The RO will call the SCI on call and transport the survivor to the hospital of the survivor's choice. This is if medical attention is needed. The process will proceed as it does in hospital presentation (see above).

Transportation of Survivors:

Transportation of survivors from any facility unable or not best able to provide FME to another facility that is qualified to do so may take place by the survivor's personal automobile, by law enforcement (unless the survivor chooses not to report to law enforcement) or by EMS.

Pediatric Sexual Assault Survivors

Per the Louisiana Mandated Reporter Law (R.S. 14:131.1), hospital staff will report the suspected sexual assault of a minor, ages 17 and under, to the Louisiana Department of Children and Family Services (DCFS) and to the appropriate law enforcement agency per jurisdiction where the assault took place.

The Gingerbread House Children’s Advocacy Center and Pine Hills Children’s Advocacy Center provide 24-hour, on-call services for after-hours emergency cases and can be contacted by members of the Multidisciplinary Team via cell phone according to the respective CAC’s On-Call Schedule. The law enforcement investigator, in conversation with the CAC forensic interviewer on-call, will determine the need for an emergency interview and will utilize the CAC On-Call/Emergency Forensic Interview Procedure to schedule the forensic interview.

If there are any questions or concerns, please contact the Children’s Advocacy Center in your jurisdiction and they will assist.

Gingerbread House CAC: 318-674-2900 (serving Bienville, Bossier, Caddo, Claiborne, DeSoto, Natchitoches, Red River, Sabine, and Webster parishes)

Pine Hills CAC: 318-255-7273 (serving Bienville, Claiborne, Jackson, Lincoln, and Union parishes)

Sexual Assault Examination Process Guidelines

Purpose: To provide guidance to the Forensic Examiner during the medical-forensic care of a patient who presents with a chief complaint of sexual assault and an evidence kit is requested, whether by police or by blind report. These guidelines are written with the understanding that each case presentation is different, as well as, the tolerance level of each patient. Therefore, this policy should be viewed only as a guide to assist the examiner in decision making during the medical-forensic examination rather than a strict policy. The examiner should always use his or her best judgment, in conjunction with his or her forensic education and the patient’s tolerance level when performing a sexual assault medical-forensic examination.

Policy/Guidelines:

The Forensic Examiner should be a Physician or Registered Nurse who has completed additional advanced training in order to provide comprehensive medical-forensic care to patients with a chief complaint of sexual assault. This care includes, but is not limited to, examination of physical trauma, patient interview (including medical history, triage and consultation), collection and evaluation of evidence, including but not limited to 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 and toxicology assessment.

The first priority in the care of any patient, including the patient whose chief complaint is sexual assault, is to treat life-threatening injuries. Although some portions of the forensic examination may be, at times, appropriately performed while life-sustaining measures are taking place, the forensic examination is likely to take place once treatment for life-threatening injuries has been rendered. The patient presenting to the Emergency Department with a chief complaint of sexual assault has the option to receive medical care only or to receive a medical-forensic examination either with or without law enforcement involvement, depending on the circumstances of the case and the age/mental capacity of the patient. See Louisiana State Statutes for further information.

1. When a patient presents to the Emergency Department with a chief complaint of a sexual assault, the patient shall be triaged to assess the urgency of the patient’s condition and severity of any injuries present. When appropriate (in accordance with the ER Protocol), the triage nurse

will contact the Coroner or his designee, as well as a Victim's Advocate, if available. The Emergency Department staff shall follow the appropriate guidelines for caring for the sexual assault patient prior to the Forensic Examiner's arrival.

2. Once the Forensic Examiner/medical coroner/physician arrives, he or she shall gather all necessary equipment for the medical-forensic examination as well as ensure the working order of all supplies. The examiner shall introduce himself/herself to the patient and explain the role of a Forensic Examiner. He or she shall ensure the patient's understanding of reporting and treatment options before proceeding with the informed consent process and examination. If present, the Survivor Advocate may assist the examiner with providing explanation and assessing understanding of reporting and treatment options prior to the informed consent process. The patient may refuse any part of the PERK, or may refuse a forensic medical examination. Once the patient acknowledges understanding of the examination process and expresses a desire to proceed with examination, the examiner shall open the Physical Evidence Recovery Kit (PERK) and proceed with the informed consent process. The examiner is responsible for providing informed consent surrounding the sexual assault examination. This includes, but is not limited to, providing the patient with all the necessary information surrounding the examination procedure, declination of any portion of the examination, consequences that may be associated with declination of any portion of the examination, as well as the ability to terminate the examination at any point. Once informed consent has been obtained, he or she shall proceed with the examination of the patient.
3. The examiner shall begin the examination in a manner appropriate for the patient. This guideline is written with the understanding that each patient's needs, tolerance, and ability to answer questions related to the medical-forensic history as well as receive medical assessment and intervention will vary. In most cases, the examiner will begin the examination by completing the medical-forensic history portion of the PERK paperwork to the best of his/her and the patient's ability.
4. Once the examiner has obtained sufficient information, he or she shall proceed with the physical assessment as well as evidence collection and maintenance. The examiner shall proceed in a manner appropriate for the patient and the medical-forensic history provided by the patient and/or guardian using the instructions provided in the PERK paperwork and training as a guide for the collection process and technique.
5. Once the assessment and evidence collection has been completed, the examiner shall provide the patient and/or guardian with the appropriate education and follow-up instructions including but not limited to STI prophylaxis, Emergency Contraception, medical follow-up care, risks specific to sexual assault patients, assessing and addressing safety concerns, etc. If available, the Survivor Advocate may assist with providing follow-up instruction and addressing safety concerns with the patient but is not a substitute for providing medical related follow-up care.
6. The examiner shall provide report to the hospital medical staff responsible for the patient's care, if applicable, and discharge instruction. The examiner should provide a verbal report regarding the examination, assessment, concerns, etc. to the physician, physician's assistant, or nurse practitioner, if applicable, assigned to the patient. If no physician or physician substitute is

available, the examiner may provide verbal report to the RN or charge nurse responsible for the patient's care. A SAFE forensic examination shall never substitute for a Medical Screening Exam per the Emergency Dept. Physician. The hospital medical staff shall be responsible for providing all medications as well as discharge instructions, when appropriate, from the hospital.

7. The examiner shall complete the remaining PERK documentation as well as seal each evidence envelope in the appropriate manner.
8. The examiner shall contact the law enforcement agency with jurisdiction in order to release the kit as evidence. Once the appropriate law enforcement officer has become available, the examiner shall complete the chain of custody forms appropriately, replace the completed PERK paperwork in the kit, seal the kit in the presence of the law enforcement officer and release it to the officer.
9. Should an appropriate law enforcement agent be unavailable to receive the PERK as evidence, the examiner shall follow hospital protocol or contact the Coroner in order to proceed with release of the kit as evidence in an appropriate manner.
10. The examiner shall follow the appropriate guidelines set forth by their Coroner/Hospital for proper maintenance of all examination records, including but not limited to, photographs, PERK paperwork, consent forms, etc.

It is important to note that PERKS will only be requested by law enforcement in cases where the SCI believes that biologic evidence may be obtained. If greater than 120 hours has elapsed since the assault, PERKS should not be requested. (Unless there are special circumstances that the SCI and the SAFE nurse/medical coroner/physician or HCP agree may allow the possibility of trace evidence being found). If the time elapsed is outside the window of 120 hours and SCI will present and do an investigation to determine the level of legal intervention. The survivor will be cared for and receive any medical exam and care needed, regardless of whether a PERK is requested for the survivor or by the survivor. No cost will be incurred for a PERK by a survivor and any costs will be sent to crime survivor's reparation.

COLLECTION AND STORAGE OF SEXUAL ASSAULT COLLECTION KITS FOLLOWING USE:

Code number for unreported cases:

For survivors who do not wish to report the incident to law enforcement (blind report), the survivor is afforded all rights as if reporting, but law enforcement is not called or involved. Any evidence collected shall be assigned a barcode and the hospital or healthcare provider shall maintain records for a period of at least 20 years from the date the survivor presented for treatment. The hospital or healthcare provider shall assign the code number by affixing to the evidence container a barcode to be used in lieu of the survivor's identifying information to maintain confidentiality. The barcode number is to be used for identification should the survivor later choose to report the incident.

The HCP should associate this discreet id number with the patient's medical information, including the name of the SAFE nurse/medical coroner/physician or HCP performing the FME and the results of the FME. This will allow the investigating authority to readily obtain such information should the survivor decide to report at a later date.

All local hospitals will have a written procedure for blind reporting, and the SAFE nurse/medical coroner/physician, VA, or HCP will explain to the survivor that he or she has 30 days to decide to report to law enforcement before the evidence collected will be destroyed. The HCP shall provide the survivor with a *Blind Reporting Information Sheet* with the survivor's ID number, expiration date, procedures for reporting, and contact numbers for the Coroner's office and local law enforcement. Other informational numbers may be given as well.

This protocol and all contact numbers for each parish to include: the Coroner, local law enforcement, Survivor's advocate, Hospitals in the area, and other numbers (DCFS, etc.) can all be found under the Caddo Coroner's website: caddocoroner.com.

Collection of completed kits from healthcare provider:

At the time of completion of the FME, the Sexual Assault Nurse Examiner (SANE) or emergency department physician that conducted the FME will notify the appropriate law enforcement agency to collect the kit within two hours-following chain of custody guidelines.

The provider conducting the FME will notify either the law enforcement entity to which a report has been made, and that is currently investigating the report or to the law enforcement entity having jurisdiction over the location of the hospital. This applies to both reported and non-reported assaults.

Law enforcement is responsible for the collection of completed sexual assault collection kits following chain of custody guidelines. Law enforcement is responsible for storage of these kits whether or not the crime has been reported to law enforcement. Law enforcement will deliver kits to the crime lab according to state law.

This protocol and all contact numbers for each parish to include: the Coroner, local law enforcement, Survivor's advocate, Hospitals in the area, and other numbers (DCFS, etc.) can all be found under the Caddo Coroner's website: caddocoroner.com.

BILLING FOR FME:

Hospitals or healthcare provider will follow the statute of ACT 229 regarding billing for FME. 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 of the FME 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 endoscopy 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.
- Any medication provided during the forensic medical examination

The LA Crime Victim Reparations Board, the Louisiana Governor's Office, and the Louisiana Hospital Association are continuing to work to clarify this process and provide guidelines and fee schedules to be published at a later date.

The SAFE nurse/medical coroner/physician will be reimbursed \$600.00 for the exam and all services included in the forensic exam. The healthcare facility where the forensic medical exam was conducted will be reimbursed up to \$1000.00. These two services are directly billed to the Crime Victims Reparations Board. There is no competition for these funds. They are separate and distinct to the examiner and to the facility respectively.

If the victim sustained any other injuries which the emergency room provider treated, like a broken arm that required an x-ray, these services will be billed to the victim directly or to their insurance, only if they patient consents. If billed directly to the survivor, the survivor can then apply for additional medical assistance through CVR.

The survivor can begin the application process by contacting the local parish sheriff's office in which the crime occurred. CVR has a link on our website that gives the direct contact for the person responsible for assisting them. <https://lcle.la.gov/programs/cvr/cvr-resources/>.

The survivor should be given a copy of the Crime Victims Reparation form before they are discharged.

COMMUNITY MEETING REQUIREMENTS:

We had our meeting scheduled in October by zoom due to the large geographical area of the region and the minimal changes that needed to be made this year. The invitee list included all coroners, school superintendents, district attorneys, children's advocacy centers, hospital ED nurse leads, SAFE staff, law enforcement to include university staff, EMS and Fire Departments, Louisiana State Police local leads and Crime Reparations representatives. Sign in sheet is also included.

Plan is signed off by all Coroner's of Region VII

ATTCHAMENTS:

Original Invitees:

Frank Robison

Subject: FW: Sexual Assault Response Plan update
Location: Zoom
Start: Thu 10/23/25 3:00 PM
End: Thu 10/23/25 4:00 PM
Show Time As: Tentative
Recurrence: (none)
Meeting Status: Not yet responded
Organizer: Martha Whyte

-----Original Appointment-----

From: Martha Whyte

Sent: Thursday, October 16, 2025 10:43 AM

To: Martha Whyte; Bienville and Claiborne Parish; Billy Joe Harrington; Charles Adams; Don Burkett (Sabine); James Stewart; Julie Jones; Schuyler Marvin; Amanda Lindberg; Blake Taylor Pafford; Bobby Conly; Brian Lindberg; Chad Falls; Damon Johnson; Daniel Marze NCaddo; Eric Keel NPEMS; Ernest Mitchell; Gary Jones; George Almond SFD; Jeff Ackes CFD 1; Jimmie McGee; Kelth Harris; Scott Ingram; Shane Terral Life Air Rescue; Stephen Johnson Red River EMS; Aaron Mitchell; Caddo Sheriff exec asst; Glen Edwards; Jayson Parker; Jayson Richardson; John Ballance; Julian Whittington; Sam Dowies; Stuart Wright; Danielle Lax; 'Lacie Hadley'; Olivia Jones (oliviajones.fnesane@gmail.com); Janese, David; Eddie Walker; Jeffery K. Ivey – Chief of Police; Jimmy Stewart Chief of police; police@lsus.edu; Vaughn Burriss LSUHS ; Allison Strong; Byron Lyons; Chris Brooks; Clay Corley; Grant Eloi (grant.eloi@npsb.la); Jason Rowland; jrowland@websterpsb.org; kburton@caddoschools.org; Shane Wright (shanew@spsb.la); George Strickland; 'pcancille@wkhs.com'; 'jennifer.dickson@ochsnerlsuhs.edu'

Subject: Sexual Assault Response Plan update

When: Thursday, October 23, 2025 3:00 PM-4:00 PM (UTC-06:00) Central Time (US & Canada).

Where: Zoom

Good Morning,

It is time to update our SARP for the year. There are only a couple of updates, so I thought we could do this by zoom. I understand that you may not be able to attend, so I will be sure to send everyone the plan that is sent up to the state. This past update took six months to get back approved; it is on the website currently. I am hopeful that it will not take as long this year. The website to be able to access the plans at any time is [Sexual Assault Response Plans | Louisiana Department of Health](#). If you can attend the zoom, I would really appreciate the input. I do not think it will last long, maybe thirty minutes. I am scheduling an hour so that we will not be cut off in case we do run a little longer.



Join Zoom Meeting

One tap US: [+16462551997](tel:+16462551997) or [+14042012656](tel:+14042012656)
mobile:

Meeting <https://ldhophbrcoregion7.zoom.us/j/96971732857?pwd=FFj4bzUbQpiXB6zojOkrT10QLsyUg9.1>
URL:
Meeting 969 7173 2857
ID:
Passcode:185930

Join by Telephone

For higher quality, dial a number based on your current location.

Dial: +16462551997 US
+14042012656 US
+1 309 740 3221 US
+14805624901 US
+12122258997 US
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 646 931 3860 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 689 278 1000 US
+1 719 359 4580 US
+1 253 205 0468 US

Meeting 969 7173 2857
ID:

[International numbers](#)

Attendees:

Sexual Assault Planning Zoom Meeting Attendance

- 14:52:14 From MWhyte, MD to Everyone:
Please put your name and organization in the chat! Thank you!
- 14:58:45 From Samuel Halphen to Everyone:
Sammy Halphen and Monica Gray with Bossier Parish Coroner's Office
- 14:58:49 From Frank Robison to Everyone:
Frank Robison – OPH
- 14:59:56 From read.ai meeting notes to Everyone:
Daniel added read.ai meeting notes to the meeting.
Read provides AI generated meeting summaries to make meetings more effective and efficient.
View our Privacy Policy at <https://www.read.ai/pp>
Type "read stop" to disable, or "opt out" to delete meeting data.
- 15:00:30 From Amanda Lindberg to Everyone:
Amanda Lindberg
Bienville Parish Coroner's
Bienville Fire District 4/5
- 15:00:29 From iPhone (3) to Everyone:
Olivia Jones Forensic Nurse Examiners of La, Inc
- 15:00:31 From Jennifer Stump to Everyone:
Jennifer Stump and Paige Cancilleri Willis Knighton Health
- 15:00:53 From David Janese to Everyone:
David Janese, Caddo Coroner Office/SAFE

SEXUAL ASSAULT SURVIVORS'

Bill of Rights



April 2025

The State of Louisiana's Responsibility to All Survivors:

- Support survivors in their decision to report or not report the incident to law enforcement.
- Not require survivors to report the incident to receive medical attention or collect evidence.
- Notify law enforcement if the survivor is under 18 or is physically or mentally incapable of making the decision to report.
- Ensure survivors are examined and treated without undue delay.
- Provide a private space to ensure the health, safety, and welfare of survivors.
- Adapt the Forensic Medical Examination (FME) to meet the unique needs and circumstances of each patient.
- Provide survivors an advocate.
 - Advocate's communications are privileged.
 - The advocate shall remain in the room during the FME with consent from the patient.

What is Included in a Forensic Medical Examination (FME)?

With the consent of the survivor:

- An examination of physical trauma.
- A patient interview, including medical history, triage, and consultation.
- Collection and evaluation of evidence, including but not limited to:
 - Photographic documentation.
 - Preservation and maintenance of chain of custody.
 - Medical specimen collection.
- If necessary, an alcohol or drug-facilitated sexual assault assessment and toxicology screening, as determined by the healthcare provider (HCP).
- Any testing related to the sexual assault or recommended by the HCP.
- Any medication provided during the FME, which may include emergency contraception (EC), HIV, or STI prophylaxis.

What Happens to my FME Kit Afterwards?

If you choose to report:

- When the FME is complete, the hospital or healthcare provider (HCP) will contact the appropriate law enforcement agency (LEA) with jurisdiction over the crime location.
- If the location cannot be determined, the hospital or HCP will contact the LEA where the FME is performed.
- Law enforcement has 72 hours to take possession of the sexual assault kit upon completion notification. Until pickup, it will be stored in a secure location.
- *No sexual assault kit will remain at a hospital or medical facility if it cannot be stored securely to ensure proper chain of custody.*

SEXUAL ASSAULT SURVIVORS' BILL OF RIGHTS

What Happens to my FME Kit Afterwards (Cont.)?

If you do not choose to report:

- The hospital or HCP will contact the LEA with jurisdiction over the FME location to transfer possession of the unreported sexual assault kit for storage.
- The kit will not be labeled with a survivor's identifying information. The hospital or HCP will maintain a record of the kit number for future identification, should the survivor later choose to report.
- The HCP will provide all necessary information to the statewide tracking system operated by the Louisiana State Police.
- *The LEA or Coroner's office shall not destroy or dispose of an unreported sexual assault kit for at least twenty years after the FME.*

You Will Not be Billed for FME-Related Services.

- No hospital or HCP can bill a survivor of a sexually oriented criminal offense for any healthcare services rendered in conducting an FME.
- Crime Victim Reparations Board (CVRB):
 - If you receive a bill for non-covered medical services other than the forensic medical exam, you may be able to have the bills paid by the Crime Victims Reparations Board. For more information about covered costs or how to apply, visit www.lcle.state.la.us/programs/cvr.asp or call (888) 6-VICTIM (888-684-2846).

Emergency Contraception (EC)

- Survivors will be provided with information about emergency contraception through the Louisiana Department of Health's website or by paper form upon request.
- The treating HCP will inform survivors of the option to receive emergency contraception at the hospital or healthcare facility (HCF) and, upon a negative pregnancy test result, will provide emergency contraception if requested.
 - Note: Emergency contraception refers only to drugs approved by the United States Food and Drug Administration (FDA).

Access your Region's Plan:

- Scan the QR code or click the link below to access and learn more about your region's Sexual Assault Response Plan.
- <https://ldh.la.gov/page/sexual-assault-response-plans>



SURVIVOR'S GUIDE:

What to know after rape or sexual assault



You are not alone!

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

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

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

These are some important things you should know:

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

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

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

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

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

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

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

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

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

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

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

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

Important numbers:

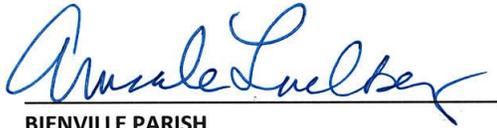
National Sexual Assault Hotline: (800) 656-4673

Crime Victims Reparations Board: (888) 684-2846



Sexual Assaults Response Plan

Coroner's Signature Page



BIENVILLE PARISH

Coroner: Amanda Lindberg, RN, EMT-P



NATCHITOCHE PARISH

Coroner: Mr. Steven Enlow Clanton, RN/EMT-P



BOSSIER PARISH

Coroner: Michael Williams, MD



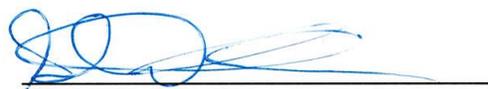
RED RIVER PARISH

Coroner: Wyche Coleman, M.D.



CADDO PARISH

Coroner: Todd Thoma, M.D.



SABINE PARISH

Coroner: Mark Holder, M.D.



CLAIBORNE PARISH

Coroner: William "Mark" Haynes, M.D.



WEBSTER PARISH

Coroner: Allen Mosley, FNP-C



DESOTO PARISH

Coroner: Stacey Henderson, M.D.