Information for Navy Workforce

Civilian Employee Assistance Programs

Appropriated Fund Employees
1-(844) DON-CEAP (366-2327)
TTY (888) 262-7848
International: 001-866-829-0270
DONCEAP.foh.psc.gov

Non-appropriated Fund Employees
1-(800) 932-0034
www.acispecialtybenefits.com
eapinfo@acispecialtybenefits.com

Contract Employees
Contractors should contact their agencies’ employee support program for resources.

Victim Support and Resources
If you have been or ever become a victim of sexual assault, you can contact the DoD Safe Helpline, a SAPR VA, or your installation SARC at the Fleet and Family Support Center for 24/7 support.

Am I required to tell my supervisor?

As a civilian, you are not required to tell your supervisor. If you choose to inform your supervisor, be advised that they may or may not be required to report to leadership.

If I’m not eligible to file a DoD report, then what does this mean for me?

Regardless of eligibility, SARCs and SAPR VAs are able to provide you with immediate non-clinical crisis support and access to confidential resources. They can also inform you of your options and link you to civilian resources. Lastly, having an understanding of the DoD reporting options and available resources will facilitate your ability to decide what civilian resources you would like to receive.

Common Acronyms
SARC: Sexual Assault Response Coordinator
SAPR VA: Sexual Assault Prevention and Response Victim Advocate
CEAP: Civilian Employee Assistance Program
VLC: Victims’ Legal Counsel
FFSC: Fleet and Family Support Center

Important Websites
DON SAPRO: http://www.secnav.navy.mil/sapro
CNIC: www.cnic.navy.mil/sapr
DoD SAPRO: http://www.sapr.mil

Information for Navy Workforce

Sexual Assault Prevention and Response (SAPR) Program

www.safehelpline.org
1-877-995-5247
Text 55-247
(202-470-5546, outside the U.S.)

24/7 Unit Victim Advocate: 831-760-2329
Installation SARC: 831-760-0020
Nearest Installation SARC: 559-381-8649

If you are not a Department of the Navy employee, please follow your agency’s procedures.
In some states, medical providers are required to report sexual assault to law enforcement.

**Will provide DON civilians with immediate crisis SAPR support and connect them to appropriate resources and services**

### CIVILIAN ELIGIBILITY & RESOURCES

<table>
<thead>
<tr>
<th>Military Dependents</th>
<th>Civilians Eligible for Treatment in the Military Health Care System</th>
<th>All Other Civilians*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(DoD civilians or DoD contractors stationed or performing duties</td>
<td>Follow civilian reporting options through local civilian law enforcement</td>
</tr>
<tr>
<td></td>
<td>OCONUS or in contingency areas of operation)</td>
<td>Support from a SARC and/or SAPR VA involving immediate crisis intervention and referral to appropriate confidential resources</td>
</tr>
<tr>
<td></td>
<td>Eligible to file an unrestricted report</td>
<td>Civilian Employee Assistance Programs</td>
</tr>
<tr>
<td></td>
<td>Limited SAPR services from a SARC and SAPR VA involving immediate crisis intervention and referral to confidential resources</td>
<td>• Appropriated Fund Employees: DON CEAP</td>
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<tr>
<td></td>
<td>Civilian Employee Assistance Programs</td>
<td>• Non-appropriated Fund Employees: ACI Specially Benefits</td>
</tr>
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<td></td>
<td>• Appropriated Fund Employees: DON CEAP</td>
<td>Civilian Medical Provider</td>
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<tr>
<td></td>
<td>• Non-appropriated Fund Employees: ACI Specially Benefits</td>
<td>Local Civilian Crisis Centers</td>
</tr>
<tr>
<td></td>
<td>Includes OCONUS foreign national civilian employees.</td>
<td>Includes OCONUS foreign national civilian employees.</td>
</tr>
</tbody>
</table>

**Who are:**
- 18+ years old*
- Eligible for treatment in the military health care system
- At CONUS and OCONUS installations
- Victims of sexual assault perpetrated by someone other than a spouse or intimate partner*

*Eligible to file a restricted or unrestricted report

**Full SAPR support services from a SARC and a SAPR VA**

*The Family Advocacy Program (FAP) covers adult military dependent sexual assault victims who are assaulted by a spouse or intimate partner, and military dependent sexual assault victims who are 17 years old and younger.

**SAPR PROGRAM OVERVIEW**

**As a part of the Navy workforce, it is important for you to understand the sexual assault reporting options and your eligibility for services as a civilian or contractor in order to help you decide how to proceed after an assault. If you are a supervisor, this brochure will also provide you with information on resources and options if an employee discloses that they were sexually assaulted.**

The Navy’s Sexual Assault Prevention and Response (SAPR) Program is designed to meet the needs of victims. Services are primarily available to service members and eligible dependents over the age of 18. Additionally, Department of Defense (DoD) civilians and DoD contractors who work OCONUS or in contingency areas of operation are eligible to receive limited SAPR services. Lastly, foreign national civilian employees can also receive limited SAPR services from a SARC and SAPR VA involving immediate crisis intervention and referral to confidential resources.

**Sexual Assault Defined**

Intentional sexual contact is characterized by the use of force, threats, intimidation or abuse of authority, or when the victim does not or cannot consent (DoDI 6495.02, Sexual Assault Prevention and Response (SAPR) Program Procedures, May 24, 2017).

**Sexual Assault Response Coordinators**

Sexual Assault Response Coordinators (SARCs) ensure installations have effective victim response that is available to victims 24/7.

**SAPR Victim Advocates**

SAPR VAs are trained civilian employees or unit volunteers who are committed to providing victim advocacy services that support and foster independent decision-making while enabling victims to find their own path to healing:

- Respond immediately to victims of sexual assault
- Provide information and explain reporting options
- Help victims navigate the reporting and support process
- Accompany victims during medical, investigative, and legal procedures
- Make referrals for military and community assistance

The DoD offers two types of reporting options for eligible victims of sexual assault. SARCs and SAPR VAs are available to provide information on these options to assist victims in their decision-making process and help them access confidential resources.

**Unrestricted Reporting - Available to military personnel, eligible family members, OCONUS DoD civilians, and OCONUS DoD contractors**

**Vicims can report to:**
- **SAPR VA**
- **SARC**
- Supervisor/chain of command
- Medical personnel/Reet and Family Support Center (FFSC) counselors
- Law enforcement/Naval Criminal Investigative Service (NCIS)
- Service (NCS)
- Victim legal counsel (VLC) - based on eligibility criteria

**Vicim services include:**
- Victim advocacy
- Medical attention/forensic exam
- Counseling
- Legal assistance
- Chaplain support
- Investigation by law enforcement
- Military/civilian protective order, if required
- Options for permanent or temporary expedited transfer, or safety transfer

**Restricted Reporting - Available only to service members and eligible dependents**

Only the following are eligible to accept a restricted report:
- **SAPR VA**
- **SARC**
- **Health care personnel, including clinical counselors**

**Victim services include:**
- Victim advocacy
- Medical attention/forensic exam
- Counseling
- **VLC support consistent with restricted reporting status and eligibility**
- Legal assistance
- Chaplain support

Please contact your installation SARC for more information on reporting options and eligibility requirements.

**REPORTING OPTIONS**

<table>
<thead>
<tr>
<th>Options available to reporters</th>
<th>SAPR Victim Advocates</th>
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</thead>
<tbody>
<tr>
<td>Medical attention/forensic exam</td>
<td>Yes</td>
</tr>
<tr>
<td>Counseling</td>
<td>Yes</td>
</tr>
<tr>
<td>Legal assistance</td>
<td>Yes</td>
</tr>
<tr>
<td>Chaplain support</td>
<td>Yes</td>
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</tbody>
</table>

**CONFIDENTIAL RESOURCES**

<table>
<thead>
<tr>
<th>OCONUS DON Civilians Service Members</th>
<th>All DON Civilians</th>
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<tbody>
<tr>
<td>Military Dependents 18+*</td>
<td>SARCs*</td>
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<tr>
<td>SAPR VAs*</td>
<td></td>
</tr>
<tr>
<td>Counselors*</td>
<td></td>
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<tr>
<td>Chaplains</td>
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<tr>
<td>Military Medical*</td>
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<tr>
<td>Safe Helpline/Local Hotlines</td>
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<tr>
<td>VLC/Legal Assistance Attorney</td>
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| SARCs*                              |                      |
| SAPR VAs*                           |                      |
| Civilian Counselors/Rape Crisis Centers |                  |
| DON CEAP for Appropriated Fund Employees |                  |
| ACI Specially Benefits for Non-appropriated Fund Employees |                  |

*Can accept a DoD restricted report

**Will provide DON civilians with immediate crisis SAPR support and connect them to appropriate resources and services**

**In some states, medical providers are required to report sexual assault to law enforcement.**