

Sexual Assault Prevention and Response (SAPR)

Post-deployment Brief Instructor Guide

September 2014



Disclaimer: This brief may serve as a trigger for sexual assault victims or survivors, or their family members. Help is available by contacting a Sexual Assault Response Coordinator (SARC), a Sexual Assault Prevention and Response (SAPR) victim advocate, or by calling the Safe Helpline at 877-995-5247. Ask the SARC to provide you with brochures and have a SAPR VA sit in on the brief, where possible. If you are uncomfortable facilitating this brief, please notify your supervisor.

Who may facilitate this brief:

1. Work and Family Life staff who have attended the live SAPR Deployment train-the-trainer webinar or reviewed the on-demand webinar. The approved brief developed by CNIC HQ SAPR must be used to facilitate the post-deployment brief.
2. Staff designated by the installation to facilitate SAPR brief. The approved brief developed by CNIC HQ SAPR must be used to facilitate the post-deployment brief.

FACILITATION TIPS

Four Characteristics of a Successful Trainer

Experienced trainers know that training excellence is achieved by developing four essential characteristics: expertise, enthusiasm, empathy, and clarity. Developing your expertise includes knowing your subject matter and the technical fundamentals of training and facilitating. It also means recognizing and tapping into the expertise that the adult learner brings to the classroom. Enthusiasm indicates that you like, or even love, your subject area and the training function. It is conveyed by how you say what you say – your body language, facial expressions, and tone of voice. Empathy means that you understand your learners, and that you have “walked a mile in their shoes.” Clarity is your ability to clearly and concisely pass on information and directions. These four characteristics can be developed through both study and practice; they cannot be faked. Look at these characteristics as things you carry with you into the classroom.

Preparation

The level of module preparation will vary from trainer to trainer, depending on the level of training experience and familiarity with the subject matter. The guidelines below will be helpful to trainers who are new to the program.

Thoroughly read the instructor guide, looking at the slides as they are referenced in the text. Your goal should be to review the content until you feel you will not have to rely on the actual printed page in the session. There is an outline included in the instructor’s guide, and ideally you will be able to present the material using just the outline and the PowerPoint slides. If you are new to any topic area, the references listed in each module will provide you with the instructions and policy guidance for the SAPR program and this training.

Practice and preparation lead to successful facilitation. Practice until you feel confident you can present the information smoothly. If possible, practice in the actual place where training

will be conducted, using the same equipment. Rehearse the activities several times before attempting to use them in the classroom. Ask a co-worker or friend to be a mock participant and have them critique your presentation. Prepare, in advance, the materials you will need for the session. Although it is impossible to be ready for everything, being flexible, keeping a sense of humor and knowing your subject will help you remain well prepared. You are not expected to be a SAPR expert. If there is a question that you cannot answer, direct it to the SARC, SAPR VA, or Safe Helpline (877-995-5247).

Working with Adult Learners

Adult learning is complex and differs from learning in childhood. The more presenters know about adult learners and their needs, the better they can facilitate training. The most widely used model for teaching adults is the adult learning model developed by Dr. Malcolm Knowles. This model is based on the work of numerous educators and psychologists. The six principles of adult learning are:

1. Need to know. Adults need to know why, what and how the information will apply to life.
2. Self-concept. Adult learners see themselves as capable and independent.
3. Prior experiences. When it comes to the topics covered in life skills, expect a wide range of experiences among learners. Facilitating opportunities for participants to share their experiences will make the classroom environment more engaging for the learner.
4. Readiness to learn. Adults are ready to learn when there is a need to know something directly related to their real-life situation. It is important to know your audience and use relevant examples when conducting training.
5. Orientation to learning. Adults are problem-centered in their orientation to learning. Learners will best learn from the real-world scenarios presented during the training.
6. Motivation to learn. Adults are responsive to some external motivators, such as promotion or pay raises. The most potent motivators are related to internal pressures and personal payoff.

To put these principles into practice:

- Tap into learners' experiences.
- Respect differing beliefs, religions, value systems, and lifestyles.
- Allow for discussion and a challenge of ideas.
- Use auditory, visual, tactile, and participatory teaching methods.
- Assess the learning needs of your group at the beginning of class.
- Allow learners to admit confusion or fear.
- Do not "spoon-feed" learners. Let them learn by doing.

Learning Styles

Individuals have different learning styles or preferential ways of processing information:

Visual learners rely on sight to learn new information. Demonstrations, videos, PowerPoint slides, etc., are examples of effective training techniques for visual learners.

Auditory learners gain knowledge by listening to and discussing information. Verbal strategies include lectures, discussions or reading aloud.

Kinesthetic learners prefer hands-on learning opportunities. They like role plays, case studies, quizzes, etc.

Even though most adults have a learning style preference, research has demonstrated that more information is retained when a combination of learning styles is used.

As trainers, it is equally important to be aware of your personal learning style, as your learning style is generally reflected in the way you deliver training. Trainers who favor the visual learning style may use more text and pictures, while trainers with a preference for kinesthetic learning may use more hands-on activities in their training. Strive to strike a balance between all three learning styles, and be aware of how your learning style influences your training style.

History of the SAPR Program

In 1990, as part of their report on the progress of women in the Navy, the Navy Women's Study Group (NWSG) made a number of recommendations regarding the assimilation of women into the Navy. As a result of these recommendations, the Navy was the first service to have a dedicated, funded program to address sexual assault. Established in 1994, the Navy Sexual Assault Victim Intervention (SAVI) Program offered a standardized, consistent, victim-sensitive system to prevent and respond to sexual assault Navywide. For more information, visit www.sapr.mil.

Outline of the Training:

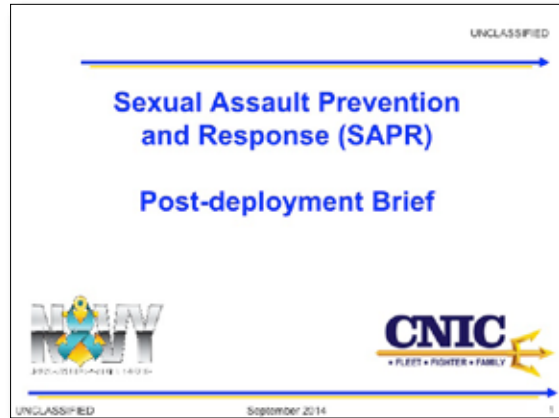
1. Objectives
2. Policies
3. Unit SAPR VA Roles and Responsibilities
4. Reporting Options
5. Prevention Strategies and Behaviors
6. Resources

Instructor Cues:

Thumbnail shots of the PowerPoint slides are located in the margin next to the material to which the slide applies. These thumbnails provide an "at a glance" cue to ensure slides are in sync with the content.

Slide 1

Welcome the participants to the Sexual Assault Prevention and Response (SAPR) post-deployment brief. This training includes sections that ask you to question your beliefs about how you would respond to a sexual assault. Ask for a show of hands of those who have ever attended SAPR training. Acknowledge that this mandatory brief is to build on that training, ensure victims receive assistance, and to provide tips to help prevent a sexual assault.



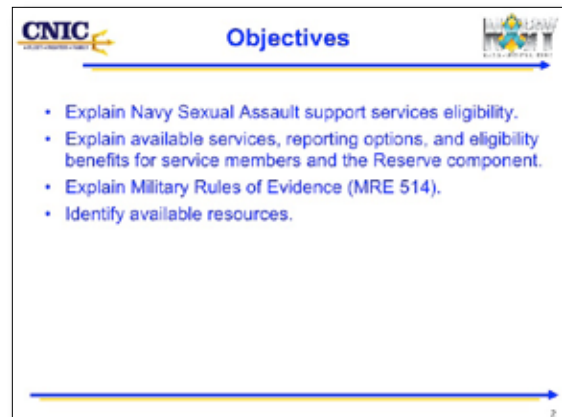
Slide 2

The SAPR post-deployment brief will:

- Explain Navy Sexual Assault Support services eligibility.
- Explain available services, reporting options, and eligibility benefits for service members and the Reserve component.
- Explain the Military Rules of Evidence (MRE 514).
- Identify available resources.

Before getting started, review these “Helpful Tips”:

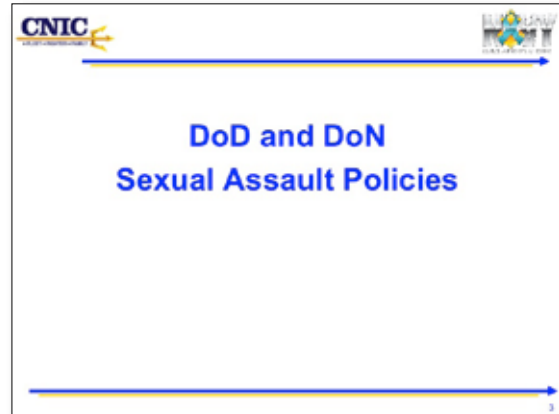
- ✓ If this is your first time facilitating the training, talk with someone who has previously facilitated a SAPR brief.
- ✓ Review the training prior to facilitation.
- ✓ Prior to the brief, check in with your commanding officer to confirm the allotted time.
- ✓ Check in with the SARC for resource materials, such as brochures.
- ✓ Reserve equipment, if needed.
- ✓ This is a sensitive topic, so let participants know that they are free to step out if they need to take a break.



Slide 3

Review the training slides with the participants.
DoD and Navy SAPR policy include:

- DoD Instruction 6495.02, "Sexual Assault Prevention and Response (SAPR) Program Procedures Ch. 1," 12 February 2014
- DoD Directive 6495.01, "Sexual Assault Prevention and Response (SAPR) Program," 23 January 2012
- SECNAVINST 1752.4B, "Sexual Assault Prevention and Response Program," 8 August 2013
- OPNAVINST 1752.1B, "Sexual Assault Victim Intervention (SAVI) Program," 29 December 2006



Slide 4

The SAPR Program provides services for victims who are 18 or older, and whose perpetrator is not an intimate partner. This includes victims of sexual assault, rape, or sodomy; unwanted or abusive sexual contact; and any attempts to commit these above acts.

The following personnel are eligible for SAPR services:

- Active-duty service members and their legal dependents
- Reservists who are sexually assaulted while performing active service and inactive duty training, and their legal dependents
- Civilians of incidents occurring on DoD/DoN jurisdiction
- Retired members of the military services and their legal family members (on a space-available basis)

CNIC Navy Sexual Assault Support Services Eligibility

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Notes

1. National Guard (NG) and Reserve component members who report a sexual assault that occurred prior to or while not performing active service or inactive training will be eligible to receive limited SAPR support services from a SARC and a SAPR VA, and are eligible to file a Restricted or Unrestricted Report.
2. The Family Advocacy Program, consistent with DoDD 6400.1 and DoD Instruction 6400.06, 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 of age and younger.

Slide 5

The SAPR policy applies 24 hours a day, 365 days per year:

- Both on post and off post
- During duty and non-duty hours
- At work, and in living and recreational environments
- In all locations, including deployed locations



Slide 6

The first step in understanding the SAPR Program and SAPR policies is to have a clear understanding of the definition of sexual assault. Sexual assault is defined by the Department of Defense as intentional sexual contact, characterized by the use of force, threats, intimidation, abuse of authority, or when the victim does not or (by reason of legal age or incompetence) cannot consent. Sexual assault includes rape, forcible sodomy (oral or anal sex), and other unwanted sexual contact that is aggravated, abusive, or wrongful (to include unwanted and inappropriate sexual contact), or attempts to commit these acts.

It is important to be aware that sexual assault describes various acts of sexual violence, of which rape is only one form. Therefore, this course will primarily use the term sexual assault.

The slide is titled "Definition of Sexual Assault" and features the CNIC logo on the top left and a Department of Defense logo on the top right. The main text states: "Intentional sexual contact is characterized by the use of:" followed by a bulleted list: "• Force", "• Threats", "• Intimidation", "• Abuse of authority", and "• Or, when the victim does not or cannot consent". At the bottom right, there is a small reference code "DoDD 6495.01" and a small number "6".

Slide 7

Definition and Types of Sexual Assault	
Rape*	Sexual intercourse without consent
Forcible Sodomy*	Oral or anal sex without consent
Unwanted Sexual Contact*	Groping, grabbing, fondling, or touching of a sexual nature without consent

** Includes attempts to commit these acts*

DoDD 6495.01

Slide 8

Sexual harassment is a form of gender discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- A person's employment, pay, or career is placed at risk
- It creates an intimidating, hostile, or offensive work environment

Sexual harassment incidents are referred to the Military Equal Opportunity Program.

Sexual harassment and sexual assault can start with innuendos or flirting, but can also lead to uncomfortable harassment, and finally assault.

CNIC **Definition of Sexual Harassment** **Military Equal Opportunity Program**

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Slide 9

It is important to distinguish between sexual assault and sexual harassment. The Navy's efforts to prevent and address incidents of sexual harassment fall under its Military Equal Opportunity Program. Each command should have a designated point of contact for receiving complaints, often the Equal Opportunity advisor (EOA), Command Managed Equal Opportunity (CMEO) manager, command master chief (CMC), or executive officer (XO).

Sexual Assault vs. Sexual Harassment	
Sexual Assault	Sexual Harassment
<ul style="list-style-type: none">• Violation of UCMJ• Is always a crime• Unwanted and uninvited sexual behaviors• Gender neutral• Covered under SAPR• Can occur anywhere• Victims can make confidential/restricted reports	<ul style="list-style-type: none">• Violation of UCMJ• May be a crime• Unwanted and uninvited sexual behaviors• Gender neutral• Covered under Military Equal Opportunity Program• Occurs in work or school settings• All reports go to chain of command

Slide 10

Under MRE 514, a victim now can refuse to disclose communications made with his or her victim advocate when those conversations:

- Are made for the purpose of facilitating advice or supportive assistance, and
- When they are not intended to be disclosed to a third party

A victim advocate, which includes the Sexual Assault Response Coordinator (SARC), can refuse to disclose these conversations on behalf of the victim.

- This privilege applies to all stages of a UCMJ proceeding – from an initial investigation of the crime by law enforcement to a court-martial.

CNIC **Military Rules of Evidence (MRE) 514**

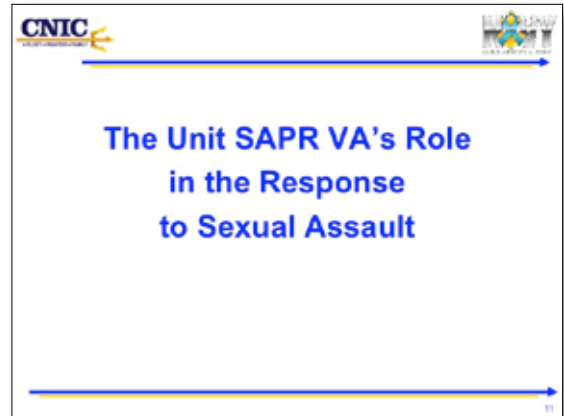
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Slide 11

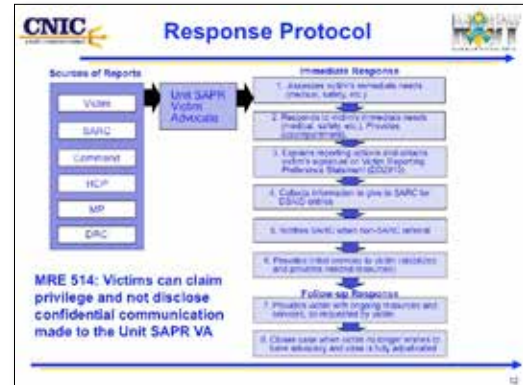


Slide 12

SAPR VAs are your first responders. They are usually the introduction to the SAPR Program for victims. There should be information around the installation, as well as on the ship, identifying these individuals. All SAPR VAs are Defense Sexual Assault Advocate Certification Program certified, i.e., they have received training and completed a screening process to serve in this role.

The new Deployed Resiliency Counselor (DRC) position is an independently-licensed clinical counselor, who provides support services to deployed forces aboard a ship while afloat and at homeport. The DRC reports to the Fleet and Family Support Center director for administrative support and clinical supervision. The primary purpose of the DRC is to provide short-term, solution-focused individual and group counseling on commonly occurring life situations, and education on resiliency/wellness topics. The DRC serves as a liaison to the homeport Sexual Assault Response Coordinator, providing immediate sexual assault response and coordination for allegations of sexual assault.

The DRC is included as a source of reports for SAPR.



Slide 13

The Unit SAPR VA may be an active-duty service member or a civilian. For military volunteers, the role of SAPR VA is a collateral duty. When acting as SAPR victim advocates, they report directly to the installation SARC. They contact the SARC when reporting disclosures of sexual assault, not an immediate superior or the commanding officer.

The Unit SAPR VA's role within the command is to:

- Maintain the privacy and confidentiality of the victim.
- Advocate for the victim.
- Provide support, information, and education to the victim.
- Provide information on medical, investigative, and legal services.
- Accompany the victim to interviews and appointments, if requested.
- Perform crisis intervention with the victim.
- Collaborate with SARC and Sexual Assault Case Management Group (SACMG) members to ensure the victim's needs are met (only applies to unrestricted reports).

CNIC **SAPR Program Personnel**

Sexual Assault Response Coordinator (SARC)

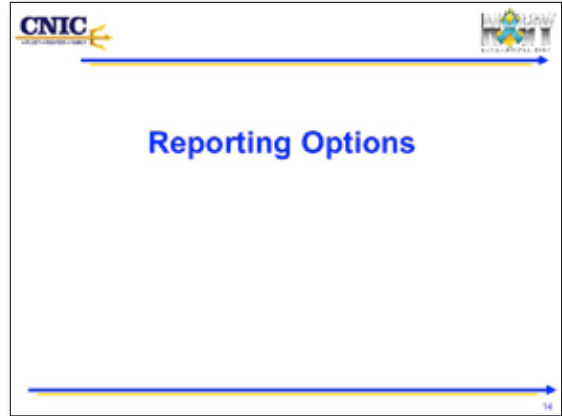
- Builds and maintains liaisons with first responders, both military and civilian-based
- Provides oversight to SAPR VAs by monitoring their performance and response to victims of sexual assault
- Responsible for promoting awareness and prevention via Sexual Assault Awareness Month (SAAM)

Unit SAPR Victim Advocate (SAPR VA)

- Provides crisis intervention, referral and ongoing non-clinical support to the sexual assault victim, upon request
- Informs victims of their reporting options
- Informs victims of their options to use service providers (e.g., medical, legal and chaplain) and other appropriate resources

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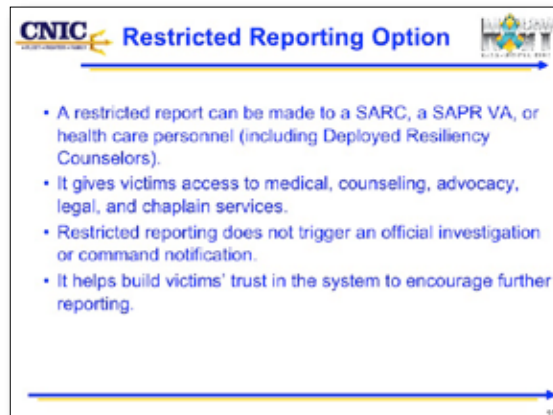
Slide 14



Slide 15

Confidentiality is a critical part of the Sexual Assault Prevention and Response (SAPR) Program. The DoD confidentiality policy permits victims of sexual assault to report the crime to the SARC, SAPR VA, or health care provider, who can then ensure the victim receives medical care, treatment, legal assistance, and counseling on a confidential basis with or without notifying command or law enforcement officials. These specified or “covered” individuals include the Sexual Assault Response Coordinator (SARC), SAPR Victim Advocates (VAs), health care providers (HCPs), and chaplains.

Restricted reporting is available to U.S. Armed Forces military personnel and their adult dependents. Military personnel include members on active duty and members of the Reserve component (Reserve and National Guard). Adult dependents, 18 years of age and older, are eligible when sexually assaulted by someone other than their spouse or intimate partner. DoD civilian employees are not eligible for a restricted report. All civilian reports are unrestricted and must be reported to law enforcement.



CNIC **Restricted Reporting Option**

- A restricted report can be made to a SARC, a SAPR VA, or health care personnel (including Deployed Resiliency Counselors).
- It gives victims access to medical, counseling, advocacy, legal, and chaplain services.
- Restricted reporting does not trigger an official investigation or command notification.
- It helps build victims' trust in the system to encourage further reporting.

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Slide 16

Unrestricted Reporting, the process for reporting a sexual assault, has been in place since the beginning of the SAPR Program. The primary purpose of victim reporting options is to ensure victims of sexual assault receive medical, counseling and advocacy services. For those who would like an investigation of the sexual assault and command notification, Unrestricted Reporting gives the victim the greatest range of access to services and protections.

Victims who choose Unrestricted Reporting will receive crisis intervention, medical treatment, advocacy services, counseling, legal assistance, and command assistance regarding safety and assignment. With Unrestricted Reporting, the standard chain of command is followed. It is important to know that if a victim inadvertently makes an Unrestricted Report (e.g., tells someone in the chain of command), nothing in the Navy confidentiality policy requires the victim to participate in any criminal justice investigation that is initiated. It is always the victim's choice whether to participate in an investigation.

This is the preferred reporting option for DoD and DoN.



CNIC ← **Unrestricted Reporting Option**

- An unrestricted report can be made to a SARC, a SAPR VA, health care personnel (including Deployed Resiliency Counselors), law enforcement, or chain of command.
- It ensures the widest range of rights and protections to the victim.
- It activates command support (e.g., Military Protective Orders - MPOs, separation from offender, deferred collateral misconduct, expedited transfers, etc.).
- A full investigation enhances the opportunity to hold offender(s) accountable (e.g., crime scene, witness interviews, suspect interrogation).
- It may encourage other victims to come forward.
- It enhances community safety.

→

Slide 17

“Consent” means words or overt acts indicating a freely-given agreement to the sexual conduct at issue by a competent person. An expression of lack of consent through words or conduct means there is no consent. Lack of verbal or physical resistance, or submission resulting from the perpetrator’s use of force, threat of force, or placing another person in fear, does not constitute consent. A current or previous dating relationship by itself, or the manner of dress of the person involved with the perpetrator in the sexual conduct at issue, shall not constitute consent.

Consent is not simply the absence of no, but ideally is an active and enthusiastic YES!

CNIC ← **Understanding Consent** →

Consent is NOT

- Cooperation that results from force, threat or fear
- The failure to verbally or physically resist due to fear
- Implied by prior consent
- Implied by manner of dress
- Possible when someone is incapacitated, unconscious or asleep

Consent MUST encompass

- Positive and willful participation
- Voluntary action
- Knowledge of the act

YES NO

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Slide 18

Perpetrators intentionally use alcohol to facilitate sexual assault by incapacitating the victim or using it themselves to justify or excuse their own actions. Emphasize this during the brief, as many will try to call this “drunk sex,” but it is rape!

In accordance with the Military Judges’ Benchbook, 3-45-5, “Substantially incapacitated and Substantially incapable mean(s) that level of mental impairment due to consumption of alcohol, drugs, or similar substance; while asleep or unconscious; or for other reasons; which rendered the victim unable to appraise the nature of the sexual conduct at issue, unable to physically communicate unwillingness to engage in the sexual conduct at issue, or otherwise unable to make or communicate competent decisions.”

There is a relationship between alcohol and sexual assault.

- At least half of all sexual assaults perpetrated by individuals known to the victim involve alcohol consumption by the perpetrator, the victim, or most commonly, both.

[Source: www.vawnet.org/Assoc_Files_VAWnet/AR_AlcVictimization.pdf]

Regarding alcohol and consent, there is a misperception that if someone has one drink, then they are incapable of consenting; however, an individual can be drinking but not have reached the stage of legal incapacitation. Substantial incapacitation is a legal standard defined as “that level of mental impairment due to consumption of alcohol, drugs, or similar substance which renders the victim unable to appraise the nature of the sexual conduct at issue, unable to physically communicate unwillingness to engage in the sexual conduct at issue, or otherwise unable to make or communicate competent decisions.”

CNIC The Relationship Between Alcohol and Sexual Assault

If a person is substantially intoxicated or incapacitated, he/she cannot legally consent to sex.

Signs that someone may be substantially intoxicated:

- Cannot stand or sit without assistance
- Staggering or tripping when walking
- Passing out or falling asleep
- Slurred or loud speech
- Vomiting

Slide 19

When a victim decides to submit to an examination, the SAPR VA will either accompany the victim or meet him or her at the medical facility. Ideally, an exam should be completed as soon as possible after the assault, when the chance of obtaining usable physical evidence is greatest. The victim can request to have a SAPR VA present during the examination.

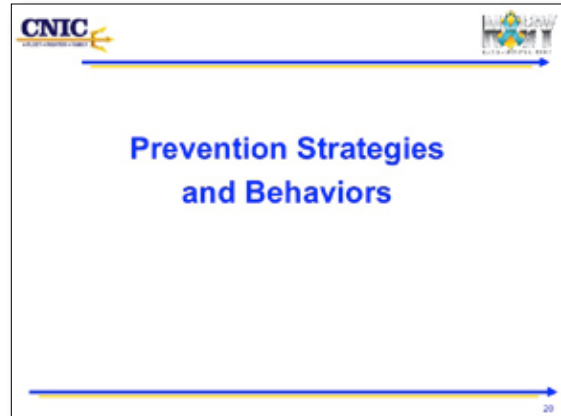
The SAPR VA's role is to ensure the victim has access to all of the available services and support personnel, and to act as the victim's advocate in the health care setting. If the victim is not being treated with respect and sensitivity, the SAPR VA and the victim have a right to say so and to request to be cared for by someone else. If this situation arises, the SARC should be notified immediately.

Resources and services vary between different facilities and health care providers. Therefore, the SAPR VA should be aware that he or she may be asked to assist medical staff by doing anything from running for items that are not within the medical staff's reach (e.g., water, a cup), to clarifying why a procedure is being done after it has been explained by the medical representative. The SAPR VA should make sure that the victim receives information about relevant medical concerns, follow-up medical treatment, and any prescriptions given.

The slide is titled "Sexual Assault Forensic Exam (SAFE)" and features the CNIC logo on the left and a small graphic on the right. The main content is a bulleted list of key points regarding the forensic exam process.

- Medical exam to collect forensic evidence
- Administered by trained medical personnel
- Restricted and Unrestricted Reports
- Voluntary exam for victim
- Evidence is collected using a SAFE Kit, up to 72-120 hours after sexual assault.
- SAFE Kit is only processed if the report is unrestricted.
- SAFE Kit is stored for five years for restricted reports.

Slide 20



Slide 21

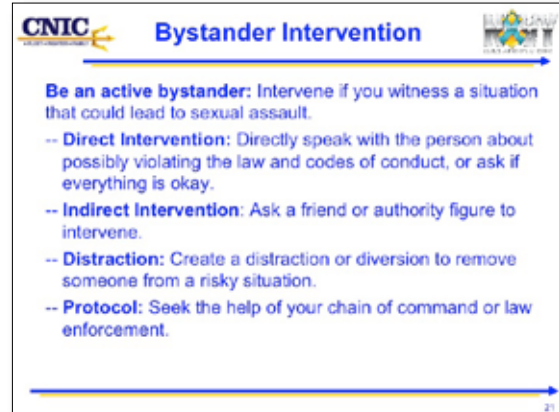
Bystander Intervention (BI) is a form of sexual assault prevention, meaning that it helps prevent a sexual assault from occurring in the first place.

Please note: If you do not feel safe intervening, you should immediately contact security.

- BI Training:
 - Challenges and empowers Sailors to take an active role in reducing sexual violence, harassment, and abuse.
 - Raises awareness about the Continuum of Harm behaviors that can lead to battering, sexual harassment, sexual assault, and other forms of abuse.
 - Discourages Sailors from being passive bystanders.

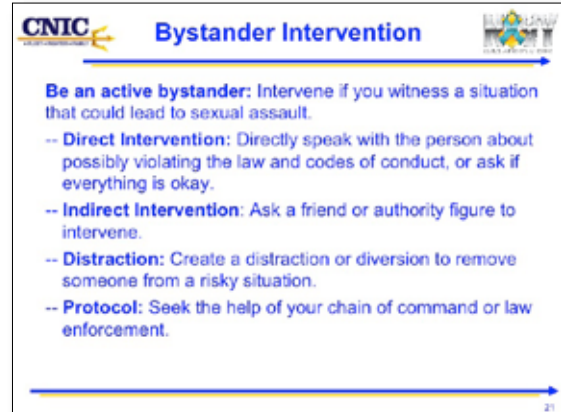
Examples:

- Direct Intervention:
 - Go to either the potential perpetrator or victim and ask if everything is okay.
 - Go to the potential perpetrator and tell them you see what they're doing, and think they could possibly violate the law and/or codes of conduct.
 - Tell the potential perpetrator to leave the potential victim alone.
 - Ask the potential victim if she or he would like any help getting home safely.
- Indirect Intervention:
 - Go find another member of your unit and ask them for help.
 - Go find the potential perpetrator or victim's friends and urge them to remove him or her from the situation.



Slide 21, cont'd

- Distraction:
 - Tell the potential victim that their friends are looking for them.
 - Tell the potential perpetrator that their friends are looking for them, etc.
- Protocol:
 - Alert an authority figure if you are concerned that a situation could lead to sexual assault.
 - Enlist your chain of command.
 - Call law enforcement.



Brief Activity (Facilitator-led):

“Look to the person to your left and to your right. Take a moment to reflect on how you will have this person’s back while you are out on deployment.

If you see them in a situation that may lead to sexual assault (e.g., if someone is being aggressive toward them):

- What could you say or do to prevent the situation from escalating?
- What are some direct interventions?
- What are some indirect interventions?
- Who could you call upon to help you in a situation like this?”

Stepping in can make a BIG difference. When others see you intervening, they are more likely to step up and intervene as well.

Who is responsible for preventing sexual assault?
EVERYONE in the DoN community!

Slide 22



Slide 23

Safe Helpline is the DoD crisis hotline, which is available 24/7.

- Toll-Free: 877-995-5247
- Text: 55-247 (CONUS) or 202-470-5546 (OCONUS)
- Online: www.safehelpline.org



Slide 24

