[Insert organisation name/logo]

# RESPONDING TO A SEXUAL ASSAULT DISCLOSURE fACTSHEET

***🖌Note\****

*This factsheet has been adapted from the NSW Health, 2013, Sexual Safety of Mental Health Consumers Guidelines, North Sydney. Please ensure your organisation develop appropriate procedures in line with the organisation strategic goals. For more information refer to* [*http://www0.health.nsw.gov.au/policies/gl/2013/pdf/GL2013\_012.pdf*](http://www0.health.nsw.gov.au/policies/gl/2013/pdf/GL2013_012.pdf)

*\*Please delete note before finalising this document.*

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| --- | --- | --- | --- |
| **Key action** | **When the assault occurred**  **in the last 7 days** | **When the assault occurred**  **in the last 6 months** | **When the assault occurred**  **in the past** |
| **Acknowledge and affirm the disclosure** | **✓** | **✓** | **✓** |
| If it is the first disclosure or the client has had previous negative experiences of disclosure, regardless of when the assault occurred, this may be a time of crisis for the client and staff may need to respond particularly sensitively. | |
| **Explore the**  **disclosure** | **✓** | **✓** | **✓** |
| **Establish and**  **maintain safety** | **✓** | **✓** | **✓** |
| **Secure any evidence** | **✓** | **🗶** | **🗶** |
| Secure any evidence related to the sexual assault – keep any clothing removed by the victim/ survivor that they were wearing at the time of the assault, and secure the location of the assault if possible to prevent any evidence being disturbed**.** |
| **Offer support and options** | **✓** | **✓** | **✓** |
| A sexual assault can still be reported to the Police when it is not recent and the victim/survivor can still benefit from contact with the local Sexual Assault Service or other relevant counselling and support service. | |
| **Assess capacity to**  **make informed**  **decisions** | **✓** | **✓** | **✓** |
| **Organise medical**  **care** | **✓** | **✓** | **✓** |
| It is important that victims of sexual assault are offered medical assistance to treat any physical or psychological injuries, regardless of whether the assault was recent or occurred some time ago. | | Clients who were sexually abused as children, or in other settings, may be retraumatised when they enter a new facility, or by events at a facility. Staff members should note and be sensitive to ‘triggers’ in their work with clients that may cause retraumatisation. |