

## Clery Notice American Career College (ACC)

The following information provides information on your rights and options as a complainant, in accordance with the Jeanne Clery Act and the Violence Against Women Act (VAWA). These are intended for any person who is a victim of a crime under VAWA, not just women. Please note that the rights and options listed below may not all be applicable to your specific complaint.

1. It is important to obtain and preserve any forensic or other evidence relevant to your complaint;
2. You have the right to report or not report the alleged incident to the Institution, law enforcement or both, including information about the survivor's right to privacy and which reporting methods are confidential;
3. You have the right to request and receive assistance from campus authorities in the Safety and Security department in notifying law enforcement;
4. You have the right to request and receive assistance in obtaining and enforcing a campus-issued order of protection or no contact order;
5. You have the right to speak to and receive assistance from on and off campus resources and other organizations that provide support and services to victims and survivors;
6. You have the right to assistance from the Institution in accessing local health and mental health services, counseling, advocacy services, legal assistance, financial aid services and immigration/visa assistance;
7. You have the right to supportive measures with or without the filing of a formal complaint, no matter where the incident is reported to have occurred. The school will consider the complainant's wishes with respect to available supportive measures including without limitation changes to academic, living, dining, working, and transportation situations – to the extent these changes apply and are within the control of the school;
8. You have the right to request a formal resolution process if cause is found to proceed under this policy and to request a summary of the appropriate complaint resolution procedures. ACC's procedure for this would be the Title IX Policy and Grievance Procedure.

### **Preservation of Evidence:**

After an incident of sexual assault, the complainant should consider seeking medical attention as soon as possible at a local emergency room and to have a rape kit completed to preserve evidence in case the complainant decides to file a police report. No law enforcement charges

are required to have a rape kit collected; however, the complainant must use his/her legal name.

It is important that a complainant of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 72-96 hours so that evidence as may be necessary to the proof that criminal activity is occurring or has occurred may be preserved. In circumstances of sexual assault, if complainants do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Complainants of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if any exists that would be useful to the Institution's grievance process or police.

### **No Contact Orders**

If the accused individual is a member of the ACC community, a no contact letter will be given to all parties involved by the Institution until the conclusion of the investigation. This will prohibit communication between the parties, including contact verbally, in writing, through technology, or third parties. If you have been the victim of domestic or dating violence, stalking or sexual abuse, you may also want to consider obtaining an order of protection from the State of California.

### **Orders of Protection**

The Institution does not issue orders of protection. But victims may be able to secure an order of protection through the courts in the jurisdiction where they live.

The Institution cannot apply for a legal order of protection, or restraining order for a complainant or on their behalf--the victim is required to apply directly for these services in conjunction with the police of the county in which they are located. The Institution will assist students and associates in obtaining court orders of protection to the extent they can.

The Institution will comply with state laws in recognizing orders of protection regardless of whether a complainant elects to pursue a criminal complaint. Persons should provide a copy of the order of protection to Safety and Security and the Title IX Coordinator. A complainant may then meet with Safety and Security to develop a Safety Action Plan, which is a plan aimed to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, changing classroom location, etc.

For helpful information see the website, [www.courts.ca.gov](http://www.courts.ca.gov) —click the underlined information to access the specific webpage and get more info. In California, an Emergency Protection Order may be available through a law enforcement officer at any time of day.

**On Campus Resources by Campus Location:**

For assistance with any of the support measures or resources outlined in this letter, please contact:

**Los Angeles**

Brenda Clydesdale, Senior Student Services Specialist

Email: [bclydesdale@americancareercollege.edu](mailto:bclydesdale@americancareercollege.edu) / Tel: (323)-906-2293

**Ontario**

Patty Chin, Student Services Academic Retention Specialist

Email: [pchin@americancareercollege.edu](mailto:pchin@americancareercollege.edu) / Tel: (909)-458-6330

**Orange County**

Maria Adame, Student Services Academic Retention Specialist

Email: [madame@americancareercollege.edu](mailto:madame@americancareercollege.edu) / Tel: (714)-763-9078

For on campus safety and security resources please contact the Global Security Operations Center (GSOC) at (855)-955-9911

**Off Campus Resources by Campus Location:**

ACC does not offer on campus resources in health, mental health, counseling, victim advocacy, legal assistance, or visa and immigration assistance. Students should access the off-campus resources in their area of residence or use the chart below to utilize resources near campus. If you need help, contact your Student Affairs or Safety and Security on your campus. Either of those offices can assist you with connecting with the resources you need. If you need immediate assistance, call 9-1-1.

**Los Angeles**

**LOCAL Police Department**

**Los Angeles Police Department - Rampart**

1401 W. 6th St., Los Angeles, CA 90017

(213) 484-3400

**STATE Police Department  
California Highway Patrol**

411 N. Central Avenue #410, Glendale, CA 91203  
(818) 240-8200

**Closest Emergency Room  
Good Samaritan Hospital**

1225 Wilshire Blvd, Los Angeles, CA 90017  
(213) 977-2121

**Hospital w/ SANE Services (sexual assault evidence collection services)  
LAC + USC Medical Center**

2051 Marengo St., Los Angeles, CA 90033  
(323) 409-1000

**Prosecuting Attorney's Office (Court)  
Central Civil West Courthouse**

600 South Commonwealth Ave., Los Angeles, CA 90005  
(213) 351-8739

**Where to obtain a protective order**

**Stanley Mosk Courthouse Restraining Order Center – Room 245**

111 N. Hill St., Los Angeles, CA 90012  
(213) 830-0830 Option #4

**Counseling**

**Aetna SAP:** 877-351-7889  
Email: AskSAP@aetna.com  
www.aetnasap.com  
School ID – ACC

**Health**

**Hollywood Sunset Free Clinic**

3324 W Sunset Blvd., Los Angeles, CA 90026  
(323) 660-2400 or (323) 660-1408

**Knights of Malta Free Clinic**

2222 Ocean View Ave. # 112 Los Angeles, CA 90057

(213) 384-4323

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID - ACC

### **Victim Advocacy**

#### **Family Crisis Center**

2116 Arlington Ave. Suite 200, Los Angeles, CA 90018

(323) 737-3900

Hotline: (310) 379-3620, (310) 370-5902, (213) 745-6434,

(562) 388-7652, (213) 222-1237

#### **East Los Angeles Women's Center**

1431 S. Atlantic Blvd, Los Angeles, CA 90022

Phone: (323) 526-5819 Hotline: (800) 585-6231

### **Legal Assistance**

#### **Neighborhood Legal Services of Los Angeles County**

1104 E. Chevy Chase Drive, Glendale, CA 91205

(800) 433-6251

<http://www.nlsla.org/>

#### **Legal Aid Foundation of Los Angeles**

1550 W 8th St Los Angeles, CA 90017

(800) 399-4529

<http://www.lafla.org/index.php>

### **Visa & Immigration Assistance**

#### **Public Counsel – Immigrant's Rights Project**

610 S. Ardmore Ave., Los Angeles, CA 90005

(213) 385-2977

<http://www.publiccounsel.org/>

#### **Coalition for Humane Immigrant Rights of Los Angeles, CA**

2533 W. 3rd St. Suite 101. CA 90057

Phone 213-353-1333

### **Mental Health**

#### **Center for Individual & Family Counseling**

5445 Laurel Canyon Blvd., North Hollywood, CA 91607

(818) 761-2227

**Southern California Counseling Center**

5615 Pico Blvd., Los Angeles, CA 90019  
(323) 937-1344

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID - ACC

**Rape Crisis**

**Peace Over Violence**

1541 Wilshire Blvd, 3 FL, Los Angeles, CA 90017

(213) 955-9090

Hotline (310) 392-8381

**Domestic Violence**

**Violence Intervention Program/24-Hour Domestic Violence Response Team**

1721 Griffin Ave., Los Angeles, CA 90031

Phone (323) 226-2095

<https://www.violenceinterventionprogram.org/vip/>

**National Domestic Violence Hotline**

<https://www.thehotline.org/>

Live chat on website 24/7

Call 1-800-787-3224

Text 88788

**Resources for the LGBTQ community**

**Los Angeles LGBT Center – McDonald/Wright Building**

1625 N. Schrader Blvd., Los Angeles CA 90028

(323) 993-7400

**Ontario**

**LOCAL Police Department**

**Ontario Police Department**

2500 S. Archibald Ave, Ontario, CA 91761

(909) 395-2001

**STATE Police Department**  
**California Highway Patrol**  
9530 Pittsburgh Ave, Rancho Cucamonga, CA 91730  
(909) 980-3994

**Closest Emergency Room**  
**Arrowhead Regional Center**  
400 N Pepper Ave, Colton, CA 92324  
(909) 580-1000  
Toll Free – (877) USE-ARMC.

**Hospital w/ SANE Services (sexual assault evidence collection services)**  
**Pomona Valley Medical Center**  
1798 North Garey Pomona, CA 91767  
(909) 865-9500

**Prosecuting Attorney's Office (Court)**  
**San Bernardino County District Attorney**  
303 W. 3rd Street, 6th Floor, San Bernardino, CA 92415  
(909) 382-3800

**Where to obtain a Restraining Order**  
**San Bernardino County District Attorney**  
303 W. 3rd Street, 6th Floor, San Bernardino, CA 92415  
(909) 382-3800

**Victim Advocacy**  
**San Bernardino Victim Services Center**  
303 West 3rd Street, 6th Floor, San Bernardino, CA 92415  
(909) 382-3846  
**Rancho Cucamonga Courthouse**  
8303 Haven Ave., 4th Floor Rancho Cucamonga, CA 91730  
(909) 350-9764

**Legal Assistance**  
**Inland Counties Legal Services**  
3500 Porsche Way #200, Ontario, CA 91764  
(888) 245-4257

## **Counseling**

### **Olive Branch Counseling Centers – Rancho Cucamonga Center**

9033 Baseline Rd. Suite A, Rancho Cucamonga, CA 91730

(909) 989-9030 Ext 103

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

## **Health**

### **Clinica Salud and Familia**

1019 E. Holt Ave, Pomona, CA 91767

(909) 623-7799

### **Central Urgent Medical Care**

9695 Baseline Rd, Rancho Cucamonga, CA 91730

(909) 941-0920

### **Advanced Medical and Urgent Care Center**

974 W. Foothill Blvd, Upland, CA 91786

(909) 981-2273

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID – ACC

## **Mental Health**

### **Phoenix Community Counseling,**

820 E. Gilbert St, San Bernardino, CA 92415

(909) 387-7200

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID - ACC

## **Financial Aid**

### **Community Action Partnership**

696 S. Tippecanoe Ave, San Bernardino, CA 92415

909-723-1500



### **Visa & Immigration Assistance**

#### **Visa and Immigration Assistance- Inland Legal Services**

3500 Porsche W. Suite 200, Ontario, CA 91764

(888) 245-4257

<http://www.inlandlegal.org>

#### **Coalition for Humane Immigrant Rights of San Bernardino**

330 N D St Suite 424 San Bernardino, CA 92401

(909) 475-0687

<http://www.chirla.org/>

### **Rape Crisis**

#### **Partners Against Violence**

444 N. Arrowhead Ave # 101, San Bernardino, CA 92401

(909) 885-8884

### **Domestic Violence**

#### **Option House**

813 N D St #3 San Bernardino, CA 92401

(909) 383-1602

#### **National Domestic Violence Hotline**

<https://www.thehotline.org/>

Live chat on website 24/7

Call 1-800-787-3224

Text 88788

#### **Partners Against Violence**

444 N. Arrowhead Ave, # 101, San Bernardino, CA 92401

(800) 656-4673 -24 Hour Hotline

### **Resources for the LGBTQ community**

#### **The LGBT Community Center of The Desert**

1301 N. Palm Canyon Dr. Suite 301 Floor, Palm Springs, CA 92262

(760) 416-7790

## **Orange County**

### **LOCAL Police Department**

#### **Anaheim Police Department**

425 S. Harbor Blvd., Anaheim, CA 92805

(714) 765-1900

**STATE Police Department  
California Highway Patrol**

13200 Goldenwest St., Westminster, CA. 92683  
(714) 622-3600

**Closest Emergency Room  
Anaheim Regional Medical Center**

1111 W. La Palma Ave., Anaheim, CA 92801  
(714) 774-1450

**Hospital w/ SANE Services (sexual assault evidence collection services)  
Anaheim Regional Medical Center**

1111 W. La Palma Ave., Anaheim, CA 92801  
(714) 774-1450

**Prosecuting Attorney's Office (Court)  
North Orange County Courthouse**

1275 N. Berkeley Ave., Fullerton, CA. 92832  
(657) 622-5600

**Where to obtain a Restraining Order  
North Orange County Courthouse**

1275 N. Berkeley Ave., Fullerton, CA. 92832  
(657) 622-5600

**Victim Advocacy  
Community Service Programs**

North Orange County Courthouse  
1275 N. Berkeley Ave. 4th floor, Room 490 Fullerton, CA. 92832  
(714) 834-4317

**Legal Assistance  
Legal Aid Society of Orange County**

2101 N Tustin, Santa Ana, CA 92705  
(714) 571-5200

## **Health**

### **Amistad Medical Clinic – Anaheim**

606 S. Euclid Street, Anaheim, CA 92802

(714) 635-8570

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID – ACC

## **Mental Health**

### **Mental Health Association of Orange County**

1971 E. 4th Street, Suite 130A, Santa Ana, CA 92705

(714) 547-7559

**Aetna SAP:** 877-351-7889

Email: AskSAP@aetna.com

www.aetnasap.com

School ID - ACC

## **Visa & Immigration Assistance**

### **U.S. Citizenship and Immigration Services**

8381 La Palma Ave. #A, Buena Park, CA. 90620

800-375-5283

### **Coalition for Humane Immigrant Rights of Orange County**

32118 Paseo Adelanto #9A, San Juan Capistrano, CA 92675

(213) 353-1333

<http://www.chirla.org/>

## **Rape Crisis**

### **Community Service Programs**

North Orange County Courthouse

1275 N. Berkeley Ave., Fullerton, CA. 92832

(714) 957-2737

## **Domestic Violence**

### **Human Options**

Business office - 5540 Trabuco Rd, Suite 100, Irvine, CA 92620

(877) 854-3594 – 24 Hour Hotline

### **National Domestic Violence Hotline**

<https://www.thehotline.org/>

Live chat on website 24/7

Call 1-800-787-3224

Text 88788

**Community Service Programs**

North Orange County Courthouse

1275 N. Berkeley Ave, Fullerton, CA 92832

National Domestic Violence Hotline: (800) 799- 7233

**Resources for the LGBTQ community**

**LGBTQ Center of Orange County**

1605 N. Spurgeon St., Santa Ana, CA 92701

(714) 953-5428