REPORTING SEXUAL ABUSE OR HARASSMENT

HYCF is committed to the safety of any resident assigned to the care of OYS/HYCF. OYS/HYCF shall maintain a zero-tolerance standard and will act to prevent and eliminate any sexual contact, harassment, abuse, assault or misconduct of any youth under the supervision or care of OYS/HYCF through proper screening, assessment, classification, housing, youth education, staff training, investigation and administrative discipline and/or prosecution of alleged sexual misconduct.

A “zero-tolerance” policy means that sexual abuse and sexual harassment in any form is strictly prohibited and all allegations of such conduct will be investigated. Any retaliation against individuals for reporting an incident is also prohibited and will be investigated.

PREA incidents based on sexual abuse or sexual harassment, including retaliation against individuals for reporting, if substantiated, shall be subject to the administrative disciplinary process. The PREA incident shall be referred for criminal investigation, unless the allegation does not involve potentially criminal behavior.

Anyone may make a report of sexual abuse and/or sexual harassment and may do so by contacting any of the following sources:

The Office of Youth Services Executive Director, Merton Chinen;

Princess Victoria Kamamalu Bldg.

1010 Richards Street, Suite 314, Honolulu, Hawaii 96813

Phone: (808) 587-7500

Email: mchinen@dhs.hawaii.gov

The Youth Facility Administrator, Mark Patterson;

Office: 42-470 Kalanianaole Hwy.

 Kailua, Hawaii 96734

Phone: (808) 266-9500

Cell: (808) 228-8295

Email: mpatterson@dhs.hawaii.gov

The Attorney General’s Office;

Department of the Attorney General

425 Queen Street

Honolulu, HI 96813

Telephone: (808) 586-1500

Fax: (808) 586-1239

Email: http://ag.hawaii.gov/contact-us/email-the-department-of-ag/

The OYS/HYCF Investigator:

Princess Victoria Kamamalu Bldg.

1010 Richards Street, Suite 314, Honolulu, Hawaii 96813

Phone: (808) 587-7500

The Deputy Youth Facility Administrator, Richard Mello;

Office: 42-470 Kalanianaole Hwy.

 Kailua, Hawaii 96734

Phone: (808) 266-9531

Cell: (808) 683-6617

Email: rmello@dhs.hawaii.gov

The Ombudsman;

Office of the Ombudsman

465 South King Street, 4th Floor

Honolulu, Hawaii 96813

Telephone: (808) 587-0770

Facsimile: (808) 587-0773

TTY: (808) 587-0774

e-mail: complaints@ombudsman.hawaii.gov

**Neighbor island residents may call us using the following toll-free numbers:**

Hawaii: 974-4000

Maui: 984-2400

Kauai: 274-3141

Molokai/Lanai: 1-800-468-4644

Upon dialing the appropriate number for your island, you will be asked to enter the extension number. Our telephone extension is 7‑0770, our fax extension is 7‑0773, and our TTY extension is 7‑0774

The Honolulu Police Department, phone: 911;

The Sex Abuse Hotline at 524-7273. This call shall be facilitated by staff in a confidential manner and without reservation;

[Hawaii State Coalition Against Domestic Violence](http://www.hscadv.org/);

810 Richards St.

Suite 960

Honolulu, HI 96813

Phone: 808-832-9316

Fax: 808-841-6028

The Hawaii Coalition Against Sexual Assault; or

PO Box 10596

Honolulu, HI 96816

Phone: 808-533-1637

Fax: 808-733-9032

The Sex Abuse Treatment Center;

Kapi‘olani Medical Center for Women & Children, An Affiliate of Hawai‘i Pacific Health

Harbor Court

55 Merchant Street, 22nd Fl.

Honolulu, Hawai‘i 96813

Phone**:** (808) 524-7273 (RAPE) 24-hr hotline

[www.SATCHawaii.org](http://www.SATCHawaii.org)

Prevent Child Abuse Hawaii

P.O. Box 147

Honolulu, Hawaii 96810

Phone: (808) 951-0200

Fax: (808) 235-3881

www.preventchildabusehawaii.org