



**SIU SCHOOL**  
*of* **MEDICINE**

***Protocol for Calls or Visits by  
Immigration and Customs Enforcement (ICE)  
on Southern Illinois University  
School of Medicine property.***

## **Protocol for Calls or Visits by Immigration and Customs Enforcement (ICE) on Southern Illinois University School of Medicine property.**

This document outlines the steps for SIU School of Medicine faculty and staff to follow if Immigration and Customs Enforcement (ICE) agents or other law enforcement come to campus. This does not constitute legal advice, but is meant to provide guidance to the School of Medicine community to ensure legal compliance while protecting the rights and privacy of students, staff and faculty.

### **Steps to Take When Contacted by Immigration Customs Enforcement**

- 1. Remain Calm and Professional.**
  - a. Stay composed and avoid escalating the situation.
- 2. Request Identification and Documentation.**
  - a. Politely request the ICE agent's name and agency affiliation.
- 3. Inform the ICE agent that protocol requires you to consult School of Medicine Security for assistance.**
  - a. Inform the agent that you are consulting with the appropriate School of Medicine personnel who will be able to answer their questions and that you are not obstructing the process.
  - b. Contact School of Medicine Security at 217-545-7777.
  - c. School of Medicine Security will work directly with the agent.
  - d. School of Medicine Security will consult with the Office of General Counsel as needed.
- 4. Protect Student and Employee Privacy.**
  - a. Please do not answer questions or provide personally identifiable information about yourself or anyone else unless told to do so by SOM Security or a member of the Office of General Counsel. Examples of personally identifiable information may include and are not limited to name, contact information, class lists, student schedules, etc.
  - b. Ensure compliance with HIPAA (the Health Insurance Portability and Accountability Act) and FERPA (the Family Educational Rights and Privacy Act) regulations as applicable.
- 5. Additional Support is Available for You.**
  - a. The Employee Assistance Program. Please contact Human Resources for more information on how to access this benefit.
  - b. Personal Wellness & Support Resources located on the Hive at <https://thehive.siumed.edu/page/7782?SearchId=0>

SIU School of Medicine has also created FAQs to answer some common questions regarding these issues.

## Frequently Asked Questions

- **Can School of Medicine prevent federal ICE agents from coming onto campus or entering campus buildings and other School of Medicine property?**

It depends. As a public campus, School of Medicine welcomes the public to a significant portion of its campus. However, access is restricted or limited in areas due to privacy concerns, operational needs or safety considerations. Federal ICE agents are subject to these same access restrictions and must adhere to School of Medicine protocols when entering non-public spaces.

It is important to note that ICE or federal Department of Homeland Security officials may be on campus for reasons unrelated to enforcement actions such as career recruitment events and guest lectures.

Due to our international programs, the School of Medicine must report certain information about students and employees. This reporting is routine, and the School of Medicine will continue to comply with on-site visits to review records when requested.

- **In what situations can federal immigration enforcement officers enter limited access and restricted access areas?**

Federal immigration enforcement officers are required to have a criminal arrest or search warrant to lawfully enter limited access, nonpublic areas without consent. Most often, immigration officers who might come to campus would be acting on civil, not criminal, authority, and generally carry administrative warrants. Administrative warrants are not signed by a judge and do not authorize officers to enter limited access areas without consent.

### ACCESS CATEGORIES

Access Category	Description	Examples
<b>Public Access</b>	Areas open to the general public where entry is not restricted or limited. These spaces are freely accessible and may include outdoor and common-use areas.	Library commons areas, general common areas, public walkways, most hallways in clinical and academic buildings, dining areas open to the public, unrestricted access buildings and streets.
<b>Limited access</b>	Spaces are generally left unlocked during work hours but are not considered public due to their function. Access to these areas may require special permission or operational needs.	Some faculty and staff offices, public facing administrative offices, classrooms in session, locker rooms, kitchens, food preparation areas, maintenance areas, storage rooms and other operational facilities.
<b>Restricted Access</b>	Areas that require a key card, locked doors, or monitored entryways for access are protected to maintain safety and privacy.	Locked classrooms, private offices, restricted research laboratories, clinical patient areas.

- **I am an employee. If an immigration enforcement officer requests personally identifiable information about a student, employee, or patient, am I obligated to provide the requested information?**

Personally identifiable educational records are protected by the federal Family Educational Rights & Privacy Act (FERPA), and student or employee health records are protected by various privacy laws including the Health Insurance Privacy and Accountability Act (HIPAA), the Americans with Disabilities Act (ADA) and several state laws. School of Medicine employees are required to maintain the confidentiality of these records.

If you receive a request for personally identifiable information or documents, or if a federal immigration enforcement officer gives you a warrant or subpoena seeking such records ask the officer for their name and agency affiliation, ask for a copy of any warrant or subpoena presented, and inform the officer that you are not obstructing the process but in accordance with School of Medicine protocol you must contact School of Medicine Security at 217-545-7777, and/or the Office of General Counsel at 217-545-9362 for assistance.

Federal enforcement officers will not request information by phone, and protected information should not be provided in this manner.

- **What if I receive an email, digital message, or paper-based inquiry from someone seeking immigration related information about a student, employee, or patient?**

Should you receive a request for information from an external party that is outside of your normal interactions via email, other digital platforms, or through hard-copy documents, please contact the School of Medicine Security at 217-545-7777, forward the communication to the Office of General Counsel at [pdove98@siumed.edu](mailto:pdove98@siumed.edu) for review, and refrain from responding yourself.

- **Will the School of Medicine Security work with federal immigration officers to apprehend and remove individuals from campus?**

No. The School of Medicine Security will not ask anyone about their immigration status, and School of Medicine Security does not arrest anyone solely on the basis of their immigration status. School of Medicine Security does not act on detainers issued by Immigration and Customs Enforcement (ICE).

The only time officers are required to take immigration enforcement action is when a judge has signed a warrant, but School of Medicine Security would not typically be involved in immigration enforcement under normal circumstances. In other situations, not related to immigration, officers may inquire about an individual's country of origin to notify their consulate of an arrest, but that inquiry does not include questions about immigration status.

**ADDITIONAL RESOURCES:**

Illinois state law prohibits local law enforcement from acting on federal detainers or stopping, arresting, or searching an individual based solely on immigration status. Additional information regarding the Illinois TRUST Act and the Illinois VOICES Act is available from the Illinois Attorney General, please see <https://www.illinoisattorneygeneral.gov/Safer-Communities/Resources-for-Law-Enforcement/Law-Enforcement-Guidance>.

For more School of Medicine Security information, please see <https://sompolice.siu.edu/faq.php>