

CLIENT TRACKING FORM

The purpose of this form is to document and track specific information related to each client, including immigration and case status. Please update this form on a regular basis for each client served under the OVC Initiative.

Client Name (optional): _____ **Intake Date:** _____
(mm/dd/yyyy)

Client ID: _____

Is this a child of a trafficking victim?

Yes

No

If Yes, parent's Client ID: _____

Client Identification

Is this client associated with an established legal case? (Select one)

Yes

If Yes, Case Name or Number: _____ (optional)

No

Funded by Grant ID/Number: _____

Case Manager: _____

Client Served With OVC Funds: (Select one)

Yes

No

Other (specify): _____

Type of Trafficking Client (Select only one answer):

Sex

Labor

Both Sex and Labor

Other (specify): _____

Gender of Trafficking Client:

Male

Female

Other (specify): _____

Client Date of Birth (if known): _____

Current Age of Client: _____

Country of Origin for This Client: _____

How was this client referred to your OVC Initiative?

- Local Law Enforcement
- Federal Law Enforcement
- Community-based Providers
- Good Samaritans
- Federal Agency Hotlines
- Other (specify): _____

What was the immigration status of the client upon entering the United States?

(Select only one answer)

- K-Visa (marriage visa)
- Student Visa
- Temporary Work Visa
- No Documentation
- Other (specify): _____

Client Status

What is the current visa status of this client? (Select only one answer)

- K-Visa (marriage visa)
- Student Visa
- Temporary Work Visa
- No Documentation
- T-Visa
- Other (specify): _____

What is the current certification status of the client? (Select only one answer)

- Precertified
- Became Certified
- Already Certified Before Entered

What action has been taken thus far for the client? (Please mark all that apply and note the date.)

- Certification Process Began Date: _____
- Certification Granted Date: _____
- T-Visa Application Filed Date: _____
- T-Visa Granted Date: _____
- Law Enforcement Authorization for T-Visa Sought Date: _____
- Law Enforcement Authorization for T-Visa Granted Date: _____
- Continued Presence Filed Date: _____
- Continued Presence Granted Date: _____
- Other Action Taken (specify and include date): _____

If this OVC client has been in the precertification phase for more than 12 months, please explain why.

Have you closed this client's case under the OVC grant? (Select one)

- Yes Date Case Closed: _____
 No

Reason Case Was Closed: (Select only one answer)

- Client is Not a Victim of Human Trafficking as Defined by the TVPA
- Client is Certified
- Client Does Not Agree to Cooperate with Law Enforcement
- Client is Not a Foreign National
- Client Voluntarily Withdrew
- Other (specify): _____

Date Form Completed: _____
(mm/dd/yyyy)