

Worksheet 7.2

Advocacy Tasks and the Justice System

After a Crime is Reported	After Arrest	Pre-Court	Court	Post-Conviction
<ul style="list-style-type: none"> ▪ Provide crisis intervention services, and/or an immediate referral. ▪ Assess and address any immediate safety needs. ▪ Provide information about victims' rights, both verbally and in writing. ▪ Identify any immediate needs for emergency services (such as medical or mental health, shelter, transportation). ▪ (In relevant cases) Explain orders of protection and how to get help obtaining one. ▪ If the alleged assailant has been apprehended, inform the victim and provide information about jail-based victim notification; information about what may happen next and their relevant rights (such as bond hearings, lineups, etc.). ▪ Ensure that the victim has a copy of the police report and the name/contact information of any officers involved. 	<ul style="list-style-type: none"> ▪ Notify victim of arrest and any relevant information pertaining to victim safety and security. ▪ Advocate for victims with law enforcement agencies to obtain report information for the victim and encourage the law enforcement agency to refer the case to the court. ▪ Accompany victims to lineups as necessary. ▪ Provide general criminal justice orientation, including an explanation of the justice process, particularly what might occur at the next hearing and any victims' rights associated with that hearing (right to be informed, present, notification in writing). ▪ Explain confidentiality restrictions as applicable. ▪ Refer victims to appropriate collaborative resources as necessary (protection orders, shelter, counseling). 	<ul style="list-style-type: none"> ▪ Assess measures of victim protection and steps necessary to ensure safety of victim/witness. ▪ Provide review of the criminal justice system (verbally and/or in writing). ▪ Provide notification of hearings/proceedings (verbally and in writing). ▪ Explain the mandates of any applicable statutes such as statute of limitations, rape shield statute, victim rights' statutes. ▪ Explain the court process, terminology and procedures, and roles of various court staff. ▪ Assist with preparation and submission of a written or oral victim impact statement. ▪ Explain and ascertain the need for possible restitution orders. 	<ul style="list-style-type: none"> ▪ Prepare victims for and accompany them to hearings. ▪ Assist with transportation, child care, employer notification needs. ▪ Assist with the completion and submission/presentation of written or oral victim impact statements. ▪ Provide assistance with restitution information. ▪ Notify victim of final disposition of case. ▪ Advocate for enforcement of victims' rights, applicable by state statute. ▪ Provide information on post-conviction process and referrals for ongoing victim support provided by corrections-based victim service providers. 	<ul style="list-style-type: none"> ▪ Provide crisis intervention and advocacy throughout the corrections process, including assisting victims with concerns related to inmates and parolees. ▪ Provide information regarding status of inmates in prison or under supervision of the corrections system. ▪ Provide victim notification, often through VINE (Victim Information and Notification Everyday) system. ▪ Accompany victims to meetings with hearing officers, full board hearings. ▪ Prepare victims for and accompany them to executions, as necessary. ▪ Educate victims about policies and procedures of corrections system. ▪ Make referrals to other state and community services, as necessary.

After a Crime is Reported	After Arrest	Pre-Court	Court	Post-Conviction
<ul style="list-style-type: none"> ▪ Explain applicable victim services (such as police-based, jail-based, or community-based) that can help victims understand and navigate the system prior to and upon arrest of an alleged assailant. ▪ For victims of violent crime, provide information about their right to apply for victim compensation, including application forms and a referral for assistance in completing them. 	<ul style="list-style-type: none"> ▪ Provide written material with relevant information (services, referral information, criminal justice information). ▪ Provide information on victims' rights statutes (verbally and in writing). ▪ Explain and provide application for crime victim compensation. ▪ Provide information on possible civil remedies. 	<ul style="list-style-type: none"> ▪ Make arrangements for the review of police reports, medical records, autopsy reports, or potential evidence at victim's request. ▪ Assist with notification of and consultation with victims on potential plea agreements, unexpected events, or continuances. ▪ Make arrangements to ensure a safe waiting room for victims. ▪ Assess the need for community resources (counseling, support groups, shelter) and make referrals, as appropriate. 		<ul style="list-style-type: none"> ▪ Serve as a liaison between the victim, the local victim service provider, and the corrections system. ▪ Petition the parole board for full board hearings as appropriate. ▪ Educate corrections staff to increase awareness of victims' issues. ▪ Assist parole board and parole and probation staff in identifying victims' issues and provide input into decisionmaking processes as appropriate.

