

Signs to Look for in a Battering Personality

Lydia D. Walker

Many women are interested in knowing if there are any warning signs that someone is an abuser. There is no typical victim or perpetrator. Any woman can be battered regardless of age, race, nationality, sexual orientation, educational background, or **income**. Battering almost always occurs with a man abusing a woman. However, violence can exist in other domestic relationships as well; lesbian battering and older parents beaten by their adult children are examples.*

Below is a list of behaviors seen in people who beat their partners. If the person has three or more of these behaviors, there's indeed a strong potential for physical violence. In some cases, a batterer might have only a couple of behaviors that are quite strong (e.g., extreme jealousy). In the beginning of a relationship, the batterer will try to "explain" these behaviors as "love" and "concern." However, as time goes on, these behaviors become more extreme and serve to establish, keep, and strengthen power and control over the victim.

*The use of "he" for the abuser and "she" for the victim is used to facilitate reading and to emphasize the circumstances of most battering. This wording is not meant to discount the various situations in which domestic violence occurs.

1. **JEALOUSY:** At the beginning of a relationship, an abuser will say jealousy is a sign of love; jealousy has nothing to do with love, it's a sign of possessiveness and lack of trust. The abuser will question the woman about to whom she talks, accuse her of flirting, or be jealous of the time she spends with family, friends, and/or children. As the "jealous" behavior progresses, the abuser may call her frequently or unexpectedly drop by her home/workplace. The abuser may refuse to let her work saying he's "afraid" she'll meet someone else, or he may do strange things such as checking her car mileage or asking friends to watch her.
2. **CONTROLLING BEHAVIOR:** At first, the batterer may say this behavior is because of concern for the woman's safety and well-being. The abuser will be angry if the woman is "late" coming back from somewhere and will closely question her about where she went, to whom she spoke, etc. As this behavior gets worse, the abuser may not let the woman make personal decisions about the house, her clothing, or going to church/temple; he may keep all the money or even make her ask permission to leave the house or the room.
3. **QUICK INVOLVEMENT:** Most battered women dated or knew the abuser for less than six months (many for less than three months) before they were married, living together, or engaged. An abuser comes on like a whirlwind claiming "you're the only person I've ever been able to talk to," "I've never felt loved like this by anyone." The abuser will pressure the woman to commit to the relationship in such a way that later she may feel very guilty or feel she is "letting him down" if she wants to slow down involvement or break off the relationship.

4. **UNREALISTIC EXPECTATIONS:** Abusive people will expect their partner to meet all of their needs; the abuser expects the woman to be the perfect wife, mother, lover, and friend; abusers will say things like “if you love me, I’m all you need—you’re all I need.” She is supposed to take care of everything for the abuser emotionally and in the home. No matter how efficient/good she is, however, she is never good enough.
5. **ISOLATION:** The abusive person tries to cut the woman off from all resources and supports. If she has men friends, she’s a “whore;” if she has women friends, she’s a “lesbian;” if she’s close to her family, she’s “tied to the apron strings.” The abuser accuses people who are the woman’s supports of “causing trouble.” The abuser may want to live in the country without a phone, may not let the woman use the car or have one that is reliable, or may try to keep the woman from working, going to school, or going to spiritual/religious meetings.
6. **BLAMES OTHERS FOR PROBLEMS:** If the abuser is chronically unemployed, someone is “out to get him,” someone is always trying to do him wrong. The abuser may make mistakes and then blame the woman for upsetting him or keeping him from concentrating. The abuser will tell the woman she is at fault for almost anything that goes wrong.
7. **BLAMES OTHERS FOR FEELINGS:** The abuser will tell the woman “you make me mad,” “you’re hurting me by not doing what I tell you,” “I can’t help being angry.” The abuser really makes the decision about what he thinks and feels, but will use “feelings” to manipulate the woman. Less obvious are claims such as “only you can make me happy, and “you control how I feel.”
8. **HYPERSENSITIVITY:** An abuser is easily insulted, claiming his feelings are hurt when he is really mad, or taking the slightest setbacks as personal attacks. The abuser will rant and rave about the injustice of things that happen—things that are really just a part of life, like being asked to work overtime, getting a traffic ticket, being told a behavior is annoying, being expected/asked to help with chores.
9. **CRUELTY TO ANIMALS AND/OR CHILDREN:** An abuser often brutally punishes animals, is insensitive to their pain and suffering, and/or may kill them. The abuser may expect children to do things beyond their ability (spanks a two year old for wetting their diaper). The abuser may not want children to eat at the table or will expect them to stay in their room all evening when he’s at home.
10. **“PLAYFUL” USE OF FORCE IN SEX:** An abuser may like to throw the woman down or hold her down during sex. He may want to act out fantasies during sex in which the woman is helpless and will let the woman know the idea of rape is exciting. The abuser may show little concern about whether the woman wants to have sex and will use sulking behavior to manipulate her or

anger to pressure her into compliance. The abuser may start having sex with the woman while she is sleeping or demand sex when she is ill or tired.

11. **VERBAL ABUSE:** In addition to saying things meant to be cruel and hurtful, this can be seen when the abuser degrades the woman, curses her, and/or runs down her accomplishments. The abuser will tell the woman she is stupid and unable to function without him. This may involve waking the woman up to verbally abuse her or not letting her sleep.
12. **RIGID SEX ROLES:** The abuser may expect the woman to serve him, perhaps saying the woman must stay at home or saying she must obey in all things---even things criminal in nature. The abuser will see women as inferior, responsible for menial tasks, stupid, and unable to be a whole person without a relationship.
13. **DR. JEKYLL AND MR. HYDE:** Many women are confused by their abuser's "sudden" mood changes---they may think the abuser has some mental problem because one minute the abuser is really nice and the next minute he's exploding. Explosiveness and moodiness are typical of people who abuse their partners; these behaviors serve to intimidate and frighten the victim and are reflections of the abuser's alternate use of threat and manipulation to establish and maintain power and control.

*****The following four "signs" are not really "signs;" these are behaviors found in those who are certainly batterers*****

14. **PAST BATTERING:** An abuser may say he's hit women in the past, but it was the woman's fault or it was only one time. The woman may hear from relatives or ex-partners the person is abusive. A batterer will beat any woman he is with if the woman is with him long enough for control to be established and violence to begin; situational circumstances do not make a person abusive.
15. **THREATS OF VIOLENCE:** This includes any threat of physical force meant to control the woman: "I'll slap your mouth off," "I'll break your neck," "I'll make you sorry you were ever born," "I'll kill you." Non-violent people do not talk like this to their partners, but batterers will try to excuse these kinds of threats by saying "everybody talks like that."
16. **STRIKING OR BREAKING OBJECTS:** This behavior can be used as punishment (breaking loved possessions), but mostly it is used to terrorize the woman into submission. The abuser may beat on tables with his fist, throw objects around or near the woman, or put his hand through the wall. Again, this is very remarkable behavior and should never be minimized---there is great danger when someone thinks they "have the right" to punish or frighten a partner.

17. **ANY FORCE DURING AN ARGUMENT:** This may involve a batterer holding a woman down, physically restraining her from leaving a room, or pushing/shoving her. The abuser may hold the woman against the wall and say “you’re going to stand here and listen to me”! Many batterers in an attempt to deny or minimize past abuse will “tell stories” in which they “had to sit on a woman or hold her down” “for her own good.” These behaviors are found in the second level of the progression of abuse in domestic violence.

My Personal Safety Plan

Important: It is a good idea to talk to shelter staff or other safety planning experts about additional safety planning to meet the needs of your particular, unique situation.

Step 1: Safety During a Violent Incident. Victims cannot always avoid violent incidents. In order to increase safety, victims should consider some or all of these strategies, and to remember this list is not exhaustive.

- If I decide to leave, I will _____. (Practice how to get out safely; what doors, windows, elevators, stairwells or fire escapes will you use?)
- I can keep my purse / wallet / identification, passports, car keys, emergency cash ready and put them in (place) _____ in order to leave quickly.
- I can tell (list two trusted friends/neighbours and their phone numbers) _____ about the violence and request they call the Police if they hear suspicious noises coming from my house or if they cannot locate me.
- I can teach my children how to use the telephone to contact the Police and to provide quick and accurate information including directions to our home and neighbourhood.
- I will use _____ as my code word with my children or my friends so they can go for help.
- If I have to leave my home, I will go to _____. (Decide this even if you don't think there will be another violent incident.) If I cannot go to the above location, then I can go to _____.
- I can also teach some of these strategies to my children.
- When I expect my partner and I are going to have an argument, I will try to move to a space that is lowest risk, such as _____. (Remember to avoid the bathroom, kitchen, garage, rooms containing weapons and rooms without access to the outside.)
- I will use my judgment and intuition. If the situation is very serious, I should consider doing what I know will calm my partner down. I must remember that I have to protect myself and the children until we are out of danger.

Step 2: Safety When Preparing To Leave. Victims frequently leave the residence they share with the abusive partner. Leaving must be done strategically in order to increase safety. Batterers often strike back when they believe that a battered partner is leaving the relationship. Victims can use some or all of these strategies:

- I will leave money and an extra set of key with _____ so I can leave quickly.
- I will keep copies of important documents at _____.
- I will open a savings account by (date) _____ in order to increase my independence.
- Other things I can do to increase my independence include: _____
_____.
- The local Rape Crisis Centre telephone number is: _____.
- The local Women's Shelter telephone number is: _____.
- The local Women and Children's Crisis Centre telephone number is: _____.
- To make emergency phone calls and to keep them private, I can keep change and Quick Change (an anonymous phone card) with me at all times. I understand that if I use my telephone credit card, the next month's bill will reveal the numbers I have called recently, including those made after I left. If I need a new telephone credit card immediately, I could borrow one from a friend for a limited time when I first leave. I will check with the phone service to make sure that the last number I have called cannot be accessed by my partner.
- I will contact _____ and _____ for a temporary place to stay and for emergency financial assistance.
- I can leave extra clothes with _____.
- I will sit down and review my safety plan every _____ (week? two weeks? month?) in order to plan the safest way to leave the residence. My case worker or friend _____ has agreed to help me review this plan.
- I will rehearse my escape plan and, as appropriate, practice it with my children.

Step 3: Safety in My Own Residence. There are many things that a victim can do to increase safety in their own residence. It may be impossible to do everything at once, but safety measures can be added step by step. Safety measures I can consider include:

- Can I change the locks on my doors and windows as soon as possible?
- Can I replace wooden doors with steel/metal doors?
- Can I install security systems including additional locks, window bars, poles to wedge against doors, an electronic system with “panic button,” etc.?
- Can I purchase rope ladders to be used for escape from second floor windows?
- Can I install smoke detectors and purchase fire extinguishers for each floor in my house/apartment?
- Can I install an outside lighting system that lights up when a person is coming close to my home?
- I will teach my children how to use the telephone to make a collect call to me and to (trusted friend/neighbour/relative) _____ in the event that my partner abducts the children.
- I will teach my children a code word that grants them permission to leave with a person other than myself only when that person uses that code word in direct communication with my children.
- I will remember to give my code word to the person(s) I instruct to collect my children in an emergency or any other unusual situation AND I will change the code word with my children frequently.
- I will tell people who take care of my children which people have permission to pick up my children and that my partner is not permitted to do so. The people I will inform about pick-up permission include:
 - (school) _____
 - (day-care staff) _____
 - (baby-sitter) _____
 - (Sunday School teacher) _____
 - (teacher) _____
 - (coach/instructor) _____
 - (others) _____
- I can inform (neighbour) _____, (religious leader) _____, and (friend) _____ that my partner no longer resides with me and they should call the Police if he is observed near my residence.

Step 4: Safety with a Court Order (peace bond {810, 810.2 Criminal Code}, release/bail conditions, recognizance with conditions, conditions of probation order)

Some abusers obey court orders such as peace bonds, where they promise the court that they will abide by all terms and conditions of such an order. Unfortunately, one can never be sure which violent partner will obey and which will violate a court order. Here are some steps that a person can take to help enforce her partner's court order:

- I recognize that I will have to report to the Police when my partner breaches any conditions of the court order. If a Police Officer does not assist me, I will report the breach of the court order to the Officer In Charge or to the Police Chief of the Police Service in the jurisdiction where the court order was violated. I understand that my partner may be charged if I contact him.
- I will get a copy of my partner's court order from the court office located at _____ and keep it with me at all times. (If you change purses/wallet, that's the first thing to go in.)
- If my partner destroys my copy of his/her court order, I can get another copy from the court, located at: _____.
- If I relocate to another city/town, or if I work in a city/town other than where I reside, I will notify the Police Service/OPP detachment in that city/town, of my new address/work location AND of my partner's violent behaviour and the details of his court order.
- For further safety, if I often visit other cities/towns/countries, I will notify the Police service in the jurisdiction I am visiting, of my partner's violent behaviour and the details of his (her) court order.
- I will inform my employer _____, religious leader _____, closest friend _____, my outreach worker at the local safety network or shelter, and _____, that a court order has been issued against my partner, including all of the conditions that affect myself and my children.

Step 5: Safety on the Job and In Public: Each victim must decide if and when they will tell others that their partner can become violent and that they may be at continued risk. Friends, family and co-workers can help to protect the victim. Each victim should consider carefully which people to invite to help secure her safety. A victim could do some or all of the following:

- I can inform my boss, the security supervisor, and _____ (secretary, co-workers, etc.), at work of my situation.
- I can ask _____ to help screen my telephone calls at work. I can also make use of telephone voice messaging to screen my calls.

- When leaving work, I can walk from the building _____ (accompanied by security, co-workers, friends) to ensure my safety.
- If problems occur while I am driving home, I can _____
_____ (use my cellular telephone, in-car telephone, personal sound-alarm; honk my horn continuously, drive directly to a well-lit public place that is open and heavily populated, drive directly to the local Police service/ OPP detachment for assistance).
- If I use public transit, I can _____
_____ (sit close to the front by the driver; arrange to have someone meet me at my bus stop and walk me home; once I arrive home, call a friend or relative to let them know I arrived safely).
- I can use different grocery stores and shopping malls to conduct my business and shop at hours that are different from those I used when living with my partner.
- I can also _____
_____.

Step 6: Safety and Drug or Alcohol Consumption: Most people in our culture consume alcohol. Many consume mood-altering drugs. Much of this consumption is legal and some is not. The legal outcomes of using illegal drugs can be very hard on a victim, may hurt relationships with the victim's children, and put the victim at a disadvantage in other legal actions with the abusive partner. Therefore, victims should carefully consider the potential cost of the use of illegal drugs. But beyond this, the use of any alcohol and other drugs can reduce a victim's awareness and ability to act quickly to protect both the victim and the victim's children from the batterer. Furthermore, the use of alcohol or other drugs by the abuser may give the abuser an excuse to use violence. Therefore, in the context of drug or alcohol consumption, a victim needs to make specific plans. They may include some or all of the following:

- If I am going to consume, I can do so in a safe place and with people who understand the risk of violence and are committed to my safety.
- I can also (call a friend, call alcoholics anonymous sponsor, etc.)
_____.
- If my partner is consuming, I can (leave with the children, call a friend, call a friend of my partner's) _____
_____.
- To safeguard my children, I can (remove them from the scene where my partner is consuming) _____.

Step 7: Safety and My Emotional Health. The experience of being abused and/or verbally degraded by partners is usually exhausting and emotional draining. The process of building a new life for yourself takes much courage and incredible energy. Here are some things a person can do to conserve emotional energy and resources, and to avoid hard emotional times:

- If I feel down and ready to return to a potentially abusive situation, I can (call a friend, relative or shelter worker for support) or, _____
_____.
- When I have to communicate with my partner in person or by telephone, I can (advise him I am recording what he is telling me and then I will do so, I will arrange to have a trusted friend or close adult relative present during these meetings/communications, or make arrangements for all communication to go through a lawyer or another unbiased third party) or _____.
- I can use “I can ...” statements with myself and be assertive with others.
- I can tell myself, “I’m in charge of my life and confident in my decision-making abilities or (other positive statements about my abilities) _____” when I feel others are trying to control or abuse me.
- I can read (my spiritual teachings, poetry, self-help resources) or _____ to help me feel stronger.
- I can call (names of friends, family, other support people) _____
_____ to be of support to me.
- Other things I can do to help me feel stronger are _____
_____.
- I can attend workshops and support groups offered through the church, community resource centre, women’s shelter or women’s resource centre or Health Unit located at _____
_____ to gain support and strengthen my relationships with other people.

Step 8: Items To Take With Me When Leaving: When victims leave partners, it is important to take certain items with them. Beyond this, victims sometimes give an extra copy of papers and an extra set of clothing to a friend, just in case the victim has to leave quickly. Items with asterisks on the following list are the most important to take, but are not in order of priority. If there is time, the other items might be taken or stored outside the home. Items to take when leaving should be placed ahead of time in one location so that they can be grabbed quickly if one has to leave quickly. Items to take:

1. My Identification (birth certificate, driver's licence, passport, etc.) *
2. Children's birth certificates *
3. Social Insurance Cards *
4. My partner's Social Insurance Number *
5. My health card *
6. My children's health cards *
7. School and vaccination records *
8. Money *
9. Cheque book, ATM card *
10. Credit cards *
11. Bank books *
12. Keys – house, car, office *
13. Medications / prescriptions *
14. Custody Orders *
15. Welfare / Mother's Allowance identification *
16. Work permits *
17. Lease / Rental agreements, property deed(s) *
18. Mortgage payment documents *
19. Photographs
20. Jewelry
21. Small salable objects
22. Immigration papers *
23. Passports *
24. Divorce documentation *
25. Medical records for all family members *
26. Insurance papers
27. Address book
28. Children's favourite toys and/or blankets *
29. Items of special sentimental value
30. Vehicle ownership documents *
31. Government of Ontario Senior's Card *
32. Native Person Status Card / documentation *
33. Employment / pension documentation *

Telephone Numbers I Need to Know:

Police, Fire, Ambulance: 911, or _____

Shelter for Women: _____

Rape Crisis Line: _____

Women and Children's Crisis Line: _____

Kid's Help Phone: 1-800-668-6868. Nationwide, 24 hours, both French and English; not just a crisis line, but to answer any question anytime.

Doctor: _____

Religious Leader: _____

Lawyer: _____

Work: _____

Work Supervisor's Home: _____

Children's School: _____

Children's Daycare: _____

Social Worker: _____

Other Important Number: _____

Contact Police Officer: _____

NOTES / OTHER PHONE NUMBERS

Children's Safety Plan

Children require a safe environment in which to live. When their home-life is a battleground involving the adults who live there, it can be traumatic and possibly dangerous. As the non-violent caregiver, you need to develop a safety and escape plan with your children. This plan provides safeguards for your children and a means for them to alert immediate emergency assistance for you. The children need to understand that the violence is not their fault, nor is it their responsibility to try to intervene in an attempt to protect you from your abusive partner.

I will provide the following for my children:

- I will set up a safe room in our home for the children to go to in the event that my partner becomes abusive. This room will be (if possible), on ground level so the children can leave through a window, if necessary.
- The safe room will have a lock on the door and a cellular/cordless phone in a location known only by the children and I, with the Police emergency number preprogrammed on a speed dial.
- The children will become familiar with the telephone and the location of the emergency speed dial key. We will practice saying, someone is hurting my mommy (or: daddy / aunt / stepmom / stepdad / etc.) just in case one of the children has to call the police.
- I will teach my children our home phone number and complete address, including directions:

- The children and I will have a predetermined code word, _____ to alert the children to go immediately to the safe room. We will have an additional code word _____ to alert the children to immediately leave our home and to run to _____, our pre-arranged emergency friend (our neighbour's house, or the corner store, or a Block Parent house, etc.) and to have an adult call the police.
- The children know the location of the emergency friend and the fastest route to get there, _____.
- The children will contact their pre-arranged emergency care-giver, (my closest friend: _____, or, their grandparents _____, or our religious leader _____, or another pre-selected responsible adult _____, immediately after the emergency friend has called the police.

- The children will go with the emergency friend to their home where I will meet them as soon as I am able.
- We have discussed the Neighbourhood Block Parent Program. The children are familiar with the Block Parent red-and-white sign and when they see it in the window of a house or a store, they know it is a safe place where adults will be present and willing to help.

Referrals and Safety Plan – Not to be Disclosed

1. Do you have a personal safety plan in place to help protect you and your family in the event of a problem with your partner? If not, you may want to contact your local police service, women's shelter, or community agency.

2. Are the local police, your neighbours, your employer, and your children's school aware of any potential for problems?

3. Have you consulted a lawyer, or obtained a custody order or a restraining order?

4. Please provide a telephone number and address where you can be reached (home and work).

5. Please provide a telephone number and address of a friend or relative (home and work) who will know your whereabouts.



COMMUNITY CONNECTION

Get Help—Give Help—Dial 2.1.1

**You have been waiting....and it has finally arrived!
211 is here.**

The Support Network and 211 partners are pleased to announce the arrival of 211... During the months of June to September, we will be introducing 211 to community service organizations for our testing phase and we want you to be a part of it. Encourage your staff, your clients and your volunteers to call 211 for information on community services and resources.

In October, Edmonton & Calgary will be holding the official launch of 211 to the general public. With this new initiative, finding community services and resources are right at your finger tips.

THE 211 ADVANTAGE

Have you ever wondered how to find community service when you or someone you know needs help?

When you want to reach out and help by volunteering or donating, where do you turn?

Now there's help as close as your telephone and as easy as dialing 2-1-1.

- **211** is an easy to remember 3 digit telephone number that connects you to human services, community programs, and volunteer information.
- **211** services are free, and calls are confidential.
- **211** is an important first step in preventing problems from escalating and it is always there needed – 24 hours a day, 7 days a week.
- **211** Information and Referral Specialists are trained to assist callers in a professional and courteous manner.
- **211** services are available outside of the City of Edmonton by dialing 482-INFO (4636).
- **211** is a joint community initiative of The Support Network, The City of Edmonton, The Government of Alberta – Children's Services and the United Way of The Alberta Capital Region.

For more information please contact Nancy Douglas at 482-0198





What is 211?

211 is an easy to remember telephone number that connects people to a full range of non-emergency social, health and government services in the community. Twenty four hours a day, seven days a week, Certified Information and Referral Specialists answer 211 calls, assess the needs of each caller, and link them to the best available information and services.

Is 211 new?

211 started in 1997 in Atlanta, Georgia. As of January 2004, 70 million Americans in 24 states have access to 211. In Canada 211 Toronto was launched in 2002. Edmonton and Calgary will be the next on board to launch 211 in October 2004. Vancouver, Winnipeg, Thunder Bay, Windsor, Simcoe County, York Region, Kingston, Ottawa and Halifax are currently planning to implement a 211 service.

Why should I use 211?

Over the past few decades, the number of health and social service organizations has mushroomed, over and above what is provided by governments. Lack of services is often not the problem; it is knowing what services exist, which are best suited to the situation and how to access them. 211 can help by pointing you in the right direction to the right program that suits you. **Examples of 211 calls could be;**

- A son seeking transportation for ageing parents
- A laid-off employee wanting to find out about employment insurance
- A teenager attempting to deal with school or social issues
- Someone looking to volunteer to help with children's literacy
- A family searching for child-care services in their community
- A concerned neighbor trying to help a friend in an abusive situation
- A single parent facing eviction that doesn't know where to turn for help
- A mom asking how to enroll her daughter into soccer
- A recent immigrant seeking assistance with language programs
- A homeless person seeking a place to get out of the cold
- A senior citizen looking for transportation to appointments
- Someone looking to donate their time, goods or money.

How is 211 different from 411 or 911?

211 is an easy to remember telephone number that connects people to a full range of non-emergency social, health and government services in the community. 411 is access to telephone directory listings. 911 is an emergency number only for medical, fire and police emergencies.

What are the hours of operation?

211 is available 24 hours a day, 7 days a week, 365 days a year.

When is it available to the general public?

211 will be available to the general public in October 2004.

Why is it only available in the City of Edmonton?

211 is available only within the city limits of Edmonton because of funding limitations. We are hoping that the general public will embrace this service and advocate for it in their regions and all across the province.

Who answers the calls?

Each 211 call center must submit to a rigorous, multi-year accreditation process. Certified Information and Referral Specialists are your direct point of access on all 211 calls. They have training in information referral, crisis intervention and have access to information on hundreds of services in the community.

What happens if I dial 211 and it doesn't work?

The 211 service will be available within the City of Edmonton only. In order to ensure broad caller service 482-INFO will connect callers where 211 is unavailable or if the caller is having difficulties.

How does 211 in Edmonton relate to 211 in other cities?

The project is a joint initiative with Information and Referral organizations, United Ways-Centraides and other partners in Canada. Visit www.211.ca for links to other 211 centres.

Who are the partners in Edmonton and what are their roles?

211 in Edmonton is a joint initiative of The Support Network, the City of Edmonton, the Government of Alberta and the United Way of Alberta Capital Region. The Support Network is the organization that is accredited to deliver the 211 service. As a Crisis and Information Centre, The Support Network has delivered this type of service for over 40 years. The City of Edmonton, the Government of Alberta and United Way of Alberta Capital Region were instrumental in making 211 happen in our region, providing support and funding to attain its endorsement by the City of Edmonton in 2004.

How can I get more information?

For information in Edmonton, please contact:

Nancy Douglas
211 Supervisor
The Support Network
#301 11456 Jasper Avenue
Edmonton Alberta T5K 0M1
(780) 482-0198

For all other information please go to www.211.ca.



COMMUNITY CONNECTION

Know the Facts

What is 211?

211 is an easy to remember telephone number that connects people to a full range of non-emergency social, health and government services in the community. Twenty four hours a day, seven days a week, Certified Information and Referral Specialists answer 211 calls, assess the needs of each caller, and link them to the best available information and services.

Why use 211?

Over the past few decades, the number of health and social service organizations has mushroomed, over and above what is provided by governments. Lack of services is often not the problem, it is knowing what services exist, which are best suited to the situation and how to access them. Whether you are a senior seeking home care, a victim of violence needing help, a recent immigrant seeking language training or a single parent facing eviction, 211 can help by pointing you in the right direction.

Why 211 works

Single access point. 211 provides a single access point to a community's full range of social, health and government services, reducing confusion and frustration for the caller

Targeted help. 211 Information and Referral Specialists are trained to seek out necessary information, assess the situation and find the organization and service that is best suited to provide help.

A personal touch. 211 lets people talk to people. Callers can explain their situation in their own words and get the help they need on their own terms.

Around the clock access. 211 is available 24 hours a day, seven days a week because often we need help outside of usual office hours.

Confidential. 211 offers a non-judgmental environment and provides confidential access to information

Free. 211 is accessible at no cost to callers.

Who benefits from 211?

People of all ages, backgrounds and needs benefit from 211. Callers can get help with day-to-day needs as well as in coping with distressful situations before they escalate into crisis. 211 call examples:

- A son seeking transportation for his ageing parents
- A laid-off employee wanting to find out about employment insurance
- A teenager attempting to deal with school or social issues
- Someone looking to volunteer to help with children's literacy
- A family searching for child-care services in their community
- A concerned neighbor trying to help a friend in an abusive situation
- A single parent facing eviction that doesn't know where to turn for help
- A mom asking how to enroll her daughter into soccer
- A recent immigrant seeking assistance with language programs
- A homeless person seeking a place to get out of the cold
- A senior citizen looking for transportation to appointments
- Someone looking to donate time, goods and/or money.

Service organizations benefit from 211 because it links their services with people who need them.

Volunteers benefit from 211 because it connects people who want to help the community with opportunities to donate time and/or goods or money.

Society benefits from 211 as it creates an integrated social infrastructure that supports people in times of personal difficulty and community crises. This integrated system can also provide a clearer picture of community needs across the country.

For more information on 211

Call Nancy Douglas at The Support Network
Phone: (780) 482-0198

Reminders for Domestic Violence Work with Children

Lydia D. Walker

1. **Consistency**: Consistency is the most healing thing that can be provided to kids who have been living in homes with domestic violence. A routine and consistent schedule is something even small projects without specific children's workers can provide. Trained volunteers come only once a week? Fine--just make sure they come on the same day and at the same time.
2. **Training for All Workers**: One of the ways that children are denigrated is the assumption that working with children is "just playing" and work with children isn't hard or important. Every worker who comes into your building, even if it's the book-keeper who comes once a month, should know all about domestic violence including basics about talking with kids, recognizing signs of physical and sexual abuse. A child might talk to anyone. Anyone might observe behaviour that is significant. Every worker and every volunteer represents your project and should be able to properly speak about domestic violence. Review and brush up on working with battered women and children at least every two years.
3. **DV Talk With Young Children Should be Very Short**: When young children (eight and under) talk about their feelings or about witnessing domestic violence, acknowledge their experience, perhaps reflect one other feeling, then move on to positive statements. Young children can be harmed and traumatized by being asked to talk about/think about harsh and frightening events. If Billy, age 6, says he gets mad when his dad hits his mom, a correct worker response could be "yes, and that can be scary too. Can you tell me something that makes you feel happy? Can you tell me something that makes you feel safe?" It would be an error for the worker to begin to ask Billy about details of what he saw, how often he saw things like this, has he seen other violence. Billy may talk about these things later when he's ready, but should not be pressed.
4. **Avoid Saying Things Demanding A Response**: Instead of asking "Are you worried about school?" use "sometimes" statements: "Sometimes kids worry when they start a new school." You can also use yourself: "I was always nervous on my first day at a new school." These kinds of comments not only invite children to talk rather than demand a response, but also can assure children even if they don't feel like talking.
5. **Use Specific Praise**: Avoid vague praise when talking to children. Instead of saying "You're playing so nice," say "I really like the way you're sharing the cars with Sarah;" instead of saying "What a pretty picture," say "I really like how you drew a face on the sun." When you use specific praise, children really know you're paying attention and also learn exactly what you think is good about their actions.

Children's Services Referral Form

Children's Services Referral Form

The following form will be completed and faxed to the appropriate Children's Services Agency by officers attending any scene where children are in the home and may be at risk. (i.e.: domestic violence, drug raids)

OFFICERS MUST INFORM THE PARENT / GUARDIAN THIS REFERRAL WILL BE MADE.

OFFICERS ENCOUNTERING CHILDREN IN NEED OF PROTECTION WILL COMPLY WITH THE *CHILD, YOUTH AND FAMILY ENHANCEMENT ACT*.

POLICE INCIDENT # _____ Date _____

NAME OF OFFICER (s) _____ ID # _____
 _____ ID # _____

CHILD(REN) INFORMATION

Name	Address	D.O.B	Sex (m/f)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PARENT / GUARDIAN INFORMATION

Name _____	Name _____
Address _____	Address _____
Phone (H) _____ Phone (W) _____	Phone (H) _____ Phone (W) _____
D.O.B. _____	D.O.B. _____
Relationship / Role _____	Relationship / Role _____

NARRATIVE DETAILS – INDICATE REASON FOR CONCERN AS TO WELL BEING OF CHILD(REN) AND WHERE THEY WERE PHYSICALLY LOCATED DURING THE INCIDENT.

PLEASE FAX TO CHILDREN'S SERVICES



How Can Safe Visitation Services Support You? Information Sheet

The need for safe visitation was identified during the 2004 Alberta Roundtable on Family Violence and Bullying, a public consultation process that focused on finding solutions to prevent family violence and bullying.¹

The safety of children and families continues to be a top priority of the Government of Alberta.

Get Help

If you or someone you know is in immediate danger, phone 911.

For help in your community or for more information, phone the 24-hour Family Violence Info Line at **310-1818**, toll-free in Alberta, or visit **www.familyviolence.gov.ab.ca**.

Alberta Children's Services is proud to lead Alberta's Prevention of Family Violence and Bullying Initiative.

Family violence, separation and children

Children need contact with their parents, but what if there has been violence?

Research has shown that it is important for children to have safe and positive contact with both their parents. But when there has been family violence between parents and the parents are separated, visits can be stressful. You may want additional support to provide a positive experience for your children's visits with their non-custodial parent during this stressful time.

Safe visitation services may be able to help

The Alberta Government's Safe Visitation Initiative helps protect children and families in situations where there is a high risk of family violence between parents. Safe visitation provides an opportunity for children to visit with non-custodial parents in a safe and secure environment. Safe visitation services are provided by trained staff to help ensure children have a positive experience visiting with their parent.

You may be eligible for safe visitation services if...

- There has been and continues to be family violence between separated adults, and
- You are concerned that the children (or someone else) could be harmed without specialized supervision.
- You have discussed your concerns with Children's Services.
- You would like your child to have safe contact with the other parent, your child wishes to visit the other parent, or a court has ordered that a child must have the opportunity to visit the other parent.

What does the safe visitation service do?

- A caseworker from a Child and Family Services Authority (CFSA) or Delegated First Nations Agency (DFNA) may meet with you and help to assess the risk in your situation.
- The caseworker will connect you with trained staff from the safe visitation agency.
- The agency staff will meet with you and the other parent separately to develop safety measures that include no contact between the adults, allowing both parents to focus on the best interests of the child.
- The visit will take place outside of the parental homes in the community.
- The visit will be monitored and supported to enable your child to have a positive experience.



- Before and after the visit, the agency staff can assist you and other family members to access services, such as specialized counselling and parenting support.

If your situation does not require safe visitation services, the caseworker will connect you with other sources of help in the community.

Where is safe visitation available?

Safe visitation is being piloted in five sites:

- Calgary – YWCA Sheriff King
- Edmonton – YWCA Edmonton
- Grande Prairie – PACE
- Lethbridge – YWCA Lethbridge and District
- Red Deer – Central Alberta Women’s Outreach Society (CAWOS)

Is there a cost? Do you need a court order?

There is no cost for families to access services from a safe visitation pilot site, and a court order is not necessary for a referral.

Find out more

Contact the CFSA in one of the following locations:

Calgary: (403) 297-2995

Edmonton: (780) 644-8386

Grande Prairie: (780) 538-5102

Lethbridge: (403) 381-5500

Red Deer: (403) 340-5400

Safe visitation services are an initiative by the Alberta government to support families impacted by family violence. The services have been designed based on information from other safe visitation programs and services from across North America.

Safe visitation sites are located in five communities where local organizations work together to respond to family violence, and where there is a domestic violence court. Experience from these five communities will assist in determining the need for safe visitation services in other areas of the province.

Information Sheet on Sworn Videotaped Statements in Domestic Violence Occurrences

Introduction

Sworn videotaped statements can be a valuable tool to support the effective investigation and prosecution of offences against victims of domestic violence. This overview provides police officers with information on when they should consider taking a sworn videotaped statement, and the procedures that are involved.

Admissibility of a Sworn Videotaped Statement (SVS)

The court must find that the videotaped statement is necessary and reliable before admitting it. Generally, to be admissible, a sworn videotaped statement should be taken in accordance with the following principles:

- the statement is made under oath/affirmation;
- the statement is made voluntarily and with informed consent;
- the witness is warned or cautioned, prior to making the statement, that prosecution may be initiated for any falsehood; and
- the statement is videotaped in its entirety.

What are the Benefits of Using Sworn Videotaped Statements in Domestic Violence Cases?

In domestic violence occurrences, the benefits of taking a sworn videotaped statement may include the following:

- providing a true-to-life account of the emotional/physical trauma experienced by the victim that may be shown in court;
- providing the Crown and court with the best evidence that may be available;
- the SVS may assist with the early resolution of the case;
- responding to the enormous pressures on victims in abusive relationships; and
- increasing the likelihood of a successful prosecution in the case.

When Should an SVS Be Taken?

Whenever appropriate and practicable, officers should consider obtaining a sworn videotaped statement from the victim in accordance with the principles for admissibility.

Officers must be sensitive to the victim's concerns/needs in order to reduce the likelihood of secondary victimization. The decision to obtain a sworn videotaped statement may be effected by the following factors:

- the potential reaction by the victim to the request, and the implications for the
- continued investigation of the occurrence;
- the most appropriate time for requesting and obtaining a sworn videotaped
- statement;
- generally speaking the sooner the statement can be taken the better; and/ or
- specific concerns of the victim which may need to be addressed (e.g. childcare,
- medical, travel or employment arrangements).

How Should an SVS Be Obtained?

Explanation to Victim/Witness

Prior to requesting that the victim attend the station, and immediately before taking an SVS, officers should explain the importance of providing a sworn videotaped statement. Officers should prepare the victim in a sensitive manner, and in doing so, may wish to stress the importance of the following:

- taking sworn videotaped statements in serious criminal offences is routine;
- the caution does not mean that police disbelieve or doubt the victim/witness, but rather, is read to stress the seriousness of the matter and the importance of telling the truth;
- the victim may still be required to provide testimony at court; and
- defense counsel will be provided a copy of the videotaped statement.

Request & Informed Consent

- Officers should request, rather than compel, the victim to attend the station.
- The statement's admissibility depends on the informed consent and voluntary participation of the victim.
- Victims should complete a consent form, which includes information on the interview, caution and oath.

Preamble to Videotaped Statement

On the record, and before commencing the statement, the officer should attempt to ensure that:

- the date, time, and place of the interview are stated;
- the participants are identified (officer(s); witness; and, if in attendance, the Commissioner of Oaths);
- a brief description of the nature/circumstances of the offence is provided;
- the victim/witness is cautioned and swears/ affirms the oath; and
- any relevant documentation/exhibits are identified and signed by the victim.

In the event that one, or more, of these conditions are not met the statement should still be provided to the Crown.

Swearing/ Affirming the Oath

- Where a Commissioner of Oaths is available, he/she should swear the witness.
- Commissioners should be as neutral as the circumstances allow.

Equipment & Evidential Issues

Ideally, where a sworn videotaped statement is taken, the following should be done:

- the time and date are recorded on the videotape;
- the faces of all participants are visible;
- the tape runs continuously throughout the duration of the statement; and
- a summary of the statement's contents should accompany the videotape for the Crown to review.

Sample Caution

This statement will be taken under oath, solemn affirmation or solemn declaration and will be videotaped.

(Victim/Witness name), as you are aware we are investigating an allegation of (state nature of offence) that took place on (date). As part of our investigation, we would like to interview you on videotape and under oath, and that is why we have asked you come here today.

Your statement is an important part of the police investigation. You should understand that it is a serious criminal offence to make a false statement to the police. If you make a false statement you can be charged with a number of serious criminal offences, including perjury and obstruction of justice. You must understand that your statement might be used against you if you are charged with one of these offences. Lastly, it is important that you understand the statement you provide may also be used at trial for the incident being discussed here today.

Are you voluntarily providing this statement today on video?

Do you understand this caution? If yes, can you explain it to me in your own words?

The victim/witness should then swear oath/affirmation on video.

Domestic History Questionnaire

Some important reminders in completing this form:

- This form is a generic collection of questions that capture well-recognized lethality indicators. The form itself will continue to be revised.
- Risk assessment is not an exact science - the major purpose of the exercise is to help victims and their support system and services identify the extent of perpetrator risk and engage in appropriate safety planning.
- This form is not a risk assessment tool. It is an information-gathering tool. Once the information is gathered, it will provide a factual context so that decisions about risk assessment can be made. The answers given in this form may assist in completing other risk assessment tools.
- Dangerousness is situational. High risk cases need to be immediately red-flagged with other professionals who are involved with the victim - most importantly the information gathered needs to be filed, flagged, and cross-referenced so future professionals who become involved, such as police officers and Crown Attorneys, know that the risk assessment exists and can be accessed.
- Disclosure of abuse often takes time and may require a trusting relationship - be prepared for the reality that the first version of this form may change over time with more disclosures of abuse and more details about these incidents, particularly in areas related to sexual abuse and traumatic memories. Incomplete information should not be held against victims at a future time.
- It is important to be aware of cultural considerations. Cultural interpreters and American Sign Language interpreters and/or other appropriate supports may be required. Explain the interviewing process thoroughly, including the various steps assuring the interviewee that they are not in trouble. Attempt to decrease the level of shame that may be experienced. When interviewing in a same-sex partner situation, biases should be left at the door and all questions should be thoroughly explored as in a heterosexual situation. Be aware of LGBT (lesbian, gay, bi, and trans) services in the community for appropriate referrals.
- It is extremely important to document and capture information in as much detail as possible from the victim. Please use quotation marks for direct quotes.

Helpful references in this area include the following:

Neil Websdale, (2000) *Lethality Assessment Tools: A Critical Analysis*. Violence Against Women Online Resources (www.vaw.umn.edu/Vawnet/lethality.htm).

Joint Committee on Domestic Violence. (1999). *Working Towards a Seamless Community and Justice Response to Domestic Violence: A Five Year Plan for Ontario*. Toronto: Attorney General of Ontario.

Jacquelyn Campbell, (1995). Prediction of Homicide of and by Battered Women. In *Assessing Dangerousness: Violence by Sexual Offenders, Batterers and Child Abusers*, pp. 96–113. Thousand Oaks, CA: Sage.

Holly Johnson, (1996). *Dangerous Domains: Violence Against Women in Canada*. Toronto: Nelson Canada.

2. To the best of your knowledge, has your partner assaulted or been abusive to any other person (e.g. socially, to co-workers or strangers)? Please explain.

3. To the best of your knowledge, has your partner assaulted or been emotionally or sexually abusive with any previous spouse(s)/intimate partner(s), family members, or children from another relationship? Please describe. How did you acquire this information?

YOUR CHILDREN

4. How old are your children/stepchildren? Which children are from this relationship? Were any children present during this incident? Did they witness the incident? Were they directly involved in this incident? Have they been present for any prior incidents? Have the children ever seen you being hit before this incident occurred?

5. Have your children/stepchildren been assaulted, and/or have they experienced emotional or sexual abuse by your partner? How do they feel about your partner?

YOUR PARTNER

STRESS

6. Is your partner experiencing an unusual degree of stress (family, financial, immigration, racism, homophobia, disability, work-related, medical, etc.)? How is your partner coping?

ISOLATION

7. Does your partner have friends, family, or outside agencies for support? Please list these persons. Do you think your partner's support system, if any, helps or hinders your partner's abusive behavior? Is your partner isolated from others?

CHILDREN

8. Has your partner ever removed children from your care? Has your partner ever not returned children when required to do so? Has your partner attempted or threatened to do so? Is your partner using the children to control or influence you? Do you fear for the safety of your children in the presence of your partner?

DRUGS AND ALCOHOL

9. Does your partner use drugs or alcohol? How much and how often does your partner drink? Is your partner drunk every day or almost every day? What type of drugs are used and how frequently are they used? Is your partner addicted to any drugs, and if so, what drugs?

MENTAL HEALTH

10. Is your partner under care for any mental health issues, or has your partner been under such care in the past? If so, for what? Does your partner suffer from any delusions, paranoia or depression? Explain.

11. Is your partner on any prescription medication? Please describe all prescription medications. Is your partner taking such medication as prescribed?

12. Has your partner ever participated in any treatment programs for alcohol/substance abuse or mental health issues? Has your partner ever refused to participate in such programs?

COUNSELLING

13. Has your partner ever participated or received counselling in a program designed to deal with domestic violence? Please describe. What was your partner's attitude about taking the program? Did your partner benefit from the program?

COURT ORDERS

14. Has your partner ever failed to obey any past family or criminal court order (e.g., breach of restraining order, breach of bail condition, breach of probation, breach of parole)? Explain.

21. Is your partner currently prohibited from possessing firearms? Has your partner ever been prohibited from possessing firearms? When and where did the prohibition order get made? When did it start, and if over, when did it end? Why was the prohibition order made?

22. Is your partner familiar with the use of firearms or other weapons? Has your partner received any previous training (e.g. military, law enforcement)? Does your partner belong to any shooting clubs or ranges? Has your partner expressed an obsession or fascination with firearms or other weapons? Does your partner subscribe to or read any firearms or para-military publications?

23. Has your partner ever used, or threatened to use, firearms or other weapons on other occasions in the past? Explain.

26. To the best of your knowledge, has your partner displayed any of the behaviours listed in Question # 25 in previous relationships? How are you aware of this information?

THREATS TO HARM

27. Has your partner ever threatened to kill you or harm you? In these threats, have there been specific details of a plan or method (e.g. a specific weapon or dangerous act)? Has your partner ever attempted to act on such threats?

28. Has your partner ever threatened to kill or harm other family members, children, friends, or helping professionals? In these threats, have there been specific details of a plan or method (e.g., a specific weapon or dangerous act)? Has your partner ever attempted to act on such threats?

VICTIM'S FEARS AND CONCERNS

33. Do you believe your partner is capable of severely injuring or killing you (or your family or anyone else)? Do you believe your partner is capable of committing suicide? Do you have any fears for your safety, or the safety of others? What are your fears, and why?

If you are not aware of support services which may assist you with information, counselling, emergency shelter, and accommodation, please ask the interviewer who will assist you.

If circumstances have changed, or if you think of additional, relevant information, please immediately notify the interview, to update the information on this form.

Date: _____

Victim's Signature: _____

Witness's Signature: _____

SPOUSAL VIOLENCE INVESTIGATION

Initial Follow-up

OFF CODES	REP	CBC	CBO	UNF

Case File Number
Master File Number
Cross Reference

Occurrence Type	Occurrence Date From / To	Occurrence Time From / To
Occurrence Location	Investigation Date From / To	Investigation Time From / To

Relationship to Suspect / Accused / Other

<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Same-Sex Couple	Length of Relationship _____
<input type="checkbox"/> Common-law	<input type="checkbox"/> Separated	<input type="checkbox"/> Dating	Length of Separation _____

Injuries / Medical Treatment

Visible Injuries Sustained by All Parties:	Male	Female	Both	Describe Injuries (include part of body injured and appearance) in the body of your report
Death				
Major Physical				
Minor Physical				
None				

Evidence of Choking / Strangulation Transported To Hospital By Police Transported by Ambulance

Name of Responding EMS Member _____ Name of Attending Physician _____

Weapons Involved

<input type="checkbox"/> Physical Force	<input type="checkbox"/> Firearm FAC <input type="checkbox"/> Yes <input type="checkbox"/> No Access <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> U/K Seized <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> U/K (specify)	<input type="checkbox"/> Ammunition Access <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> U/K Seized <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> U/K (specify)
<input type="checkbox"/> Threats Only, No Weapon		
<input type="checkbox"/> Knife or other Piercing / Cutting Instrument		
<input type="checkbox"/> Club or Blunt Instrument		
<input type="checkbox"/> Other (Specify)		

Action

Victim / Children to a Shelter Domestic Violence Pamphlet Supplied
 Other Accommodation Victim Services Information Supplied

Children

No Children Under 18 Children Present Directly Involved Aware of Previous Domestic Violence
 Children Not Present Eye Witness Overheard

Name of Child	Date of Birth	Not Present	Directly Involved	Overheard	Eye Witness

CARRT Notified Name of CARRT Member(s) Notified _____

CARRT Responded Name of CARRT Member(s) Responded _____

Children's Services Notified Name of Children's Services Member(s) Notified _____

Children's Services Responded Name of Children's Services Member(s) Responded _____

Victim Services <input type="checkbox"/> Notified <input type="checkbox"/> Responded	Copy of Report Sent To: <input type="checkbox"/> Children's Services <input type="checkbox"/> Victim Services <input type="checkbox"/> Child Protection Section <input type="checkbox"/> Sexual Assault Section
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<u>Evidence / Weapons</u>	<u>Photographs</u>																																										
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Statements</td> <td style="width:10%;">Written</td> <td style="width:10%;">Video</td> <td style="width:10%;">KGB</td> <td style="width:10%;">Audio</td> <td style="width:10%;">Verbal</td> <td style="width:10%;">None</td> </tr> <tr> <td>Victim(s)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Children</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>N/A</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Caller</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Witness(s)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Accused / Suspect</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>N/A</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> <input type="checkbox"/> 911 Tape Requested <input type="checkbox"/> Other Video Evidence <input type="checkbox"/> Scene Diagram	Statements	Written	Video	KGB	Audio	Verbal	None	Victim(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Children	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Caller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Witness(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accused / Suspect	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Victim <input type="checkbox"/> Accused / Suspect <input type="checkbox"/> Scene <input type="checkbox"/> Referred to Ident <input type="checkbox"/> Polaroid <input type="checkbox"/> By Hospital <input type="checkbox"/> By Victim <input type="checkbox"/> Other _____
Statements	Written	Video	KGB	Audio	Verbal	None																																					
Victim(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																					
Children	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																					
Caller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																					
Witness(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																					
Accused / Suspect	<input type="checkbox"/>	<input type="checkbox"/>	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																					

<u>History</u>	
Criminal Record <input type="checkbox"/> Yes (Attach) <input type="checkbox"/> No CPIC Check (Year / Month / Day): _____ <input type="checkbox"/> Yes (Attach) <input type="checkbox"/> Not on File Previous Domestic Violence Repeat Offender <input type="checkbox"/> Yes (Attach) <input type="checkbox"/> No Breach of Any Court Orders <input type="checkbox"/> Yes (Attach) <input type="checkbox"/> No	Outstanding Charges <input type="checkbox"/> No <input type="checkbox"/> Yes (specify)

<u>Outstanding Releases / Orders (If charged, attach copy)</u>	
Recognizance / Undertaking <input type="checkbox"/> Yes Probation <input type="checkbox"/> Yes Parole <input type="checkbox"/> Yes Peace Bond <input type="checkbox"/> Yes	Conditional Sentence <input type="checkbox"/> Yes EPO <input type="checkbox"/> Yes Other (Specify) _____

<u>Previous Domestic EPS Involvement</u> <input type="checkbox"/> Yes (List file numbers and dates in body of report)

<u>Vulnerability Factors to Consider</u>		
<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Immigration status	<input type="checkbox"/> Likelihood of retaliation for reporting
<input type="checkbox"/> Children	<input type="checkbox"/> Disability/medical problems	<input type="checkbox"/> Addictions
<input type="checkbox"/> Lack of Access to Telephone	<input type="checkbox"/> Financial dependency	<input type="checkbox"/> Pregnant
<input type="checkbox"/> Isolation Social/physical	<input type="checkbox"/> Language/cultural	

<u>Risk Indicators to Consider (Check Applicable Boxes)</u>
<u>Any one of these factors renders the victim at higher risk.</u>

1 Threats: has the accused ever threatened to kill or maim the victim, friends, and family?	<input type="checkbox"/>
2 Homicidal Tendencies: Does the victim believe that the accused/suspect could actually kill them?	<input type="checkbox"/>
3 Suicidal Tendencies: Has the accused/suspect ever threatened or attempted suicide?	<input type="checkbox"/>
4 Mental health: does the accused/suspect have a history of mental health problems or depression? Does he/she currently exhibit irrational or bizarre behaviour?	<input type="checkbox"/> <input type="checkbox"/>
5 Choking/Strangulation: Has the accused/suspect ever choked/strangled the victim?	<input type="checkbox"/>
6 Biting: Has the accused/suspect ever bitten the victim?	<input type="checkbox"/>
7 Hostage taking: Has the accused/suspect ever detained the victim against their will?	<input type="checkbox"/>
8 Breach of Court Orders: Has the accused/suspect breached current or prior protective/restraining orders?	<input type="checkbox"/>
9 Use of weapons: Has the accused ever threatened/assaulted the victim with a weapon? If so does he/she have current access weapons?	<input type="checkbox"/> <input type="checkbox"/>
10 Stalking: Is there current or historical incidence of; harassing phone calls, watching, following, frequenting the victim's work place, sending repeated unwanted letters or gifts?	<input type="checkbox"/>
11 Cruelty to Animals: Has the accused ever tortured or killed a pet or threatened to?	<input type="checkbox"/>

Additional Risk Indicators to Consider (Check Applicable Boxes)

1	Major life stressors: e.g. Recent job/financial loss, denial of child custody/access, commencement or finalization of divorce.		<input type="checkbox"/>
2	Recent or Impending Separation		<input type="checkbox"/>
3.	Prior unreported assaults		<input type="checkbox"/>
4.	Escalation in frequency or severity of abuse		<input type="checkbox"/>
5.	Addictions: accused has ongoing drug, alcohol, and gambling problems.		<input type="checkbox"/>
6.	Obsessive control/jealousy by the accused/suspect		<input type="checkbox"/>
Report Forwarded By <input type="checkbox"/> Email <input type="checkbox"/> Fax Mailed to <input type="checkbox"/> SUI <input type="checkbox"/> EAIT			
Investigator:		Signature	Unit
Reg. No.	Name		Date
Approved by:		Signature	Date
Reg. No.	Name		Copies to
			Page of

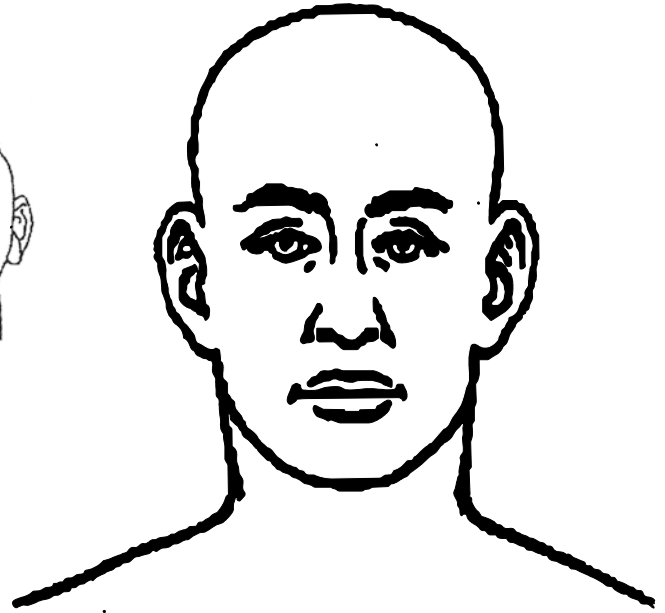
Spousal Violence Investigation

TO: Forensic Nurse Examiners & Health Care Personnel that perform Domestic Violence and Sexual Assault Evidentiary Examinations

RE: Strangulation Documentation Form

When a victim asks or states that she/he was choked and/or strangled, the following symptoms should be documented, both in writing and photographed for evidence collection. Look for strangulation injuries behind the ears, back of neck, chest and shoulder areas, eyelids (above and under), jaw and upper chin

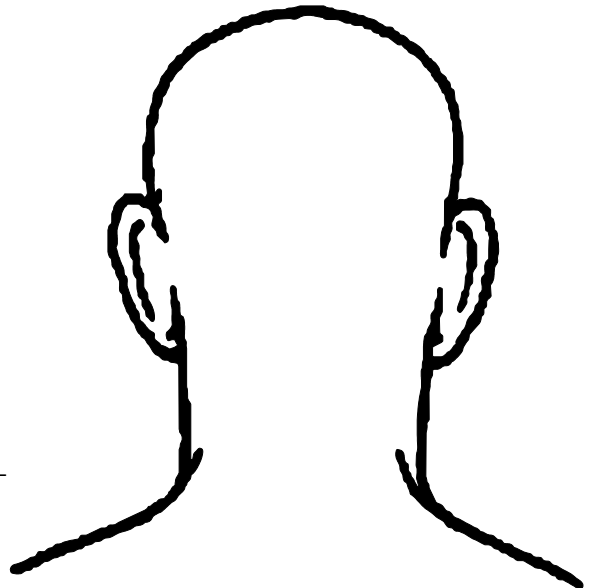
- Neck pain
- Sore throat
- Scratch marks
- Voice changes (e.g. raspy or hoarse)
- Difficulty swallowing
- Nausea or vomiting
- Bruising
- Red spots/petechiae hemorrhages
- Fainting or unconsciousness
- Light headed
- Incontinence (urination and/or defecation)
- Red eyes
- Rope or cord burns
- Neck swelling
- Miscarriage
- Breathing changes
- Loss of memory
- Headaches
- Coughing
- Photographs taken
- Audio tape taken of voice
- _____
- _____
- _____



Right



Left



Method of strangulation

- One hand
- Two hands
- Ligature
- Approached from front
- Approached from behind
- Other (please describe) _____

Form developed by D. Faugno, BSN, RN, CPN
Palomar Pomerado Health System
District Director
Sexual Assault Response Team
Child Abuse Program
(760) 739-3444
(760) 739-2611 FAX

Domestic Violence Strangulation Investigation

Officer Name:
Badge Number:
Case Report Number:

Victim Information

Victim Name:
DOB:

Medical

Where EMT/Paramedics called to examine the victim?

Yes
 No

*** Medical Clearance strongly recommended in all strangulation cases.

EMT/Paramedic/Doctor/Nurse:
Name of Company/Unit/Hospital:
Work Phone:

Questions for Medical Personnel

Are there any petechiae (red spots) present in the victim's sclera (white of eyes) or on the underside of the eyelids?

Yes No

Did the victim present with difficulty breathing?

Yes No

Did the victim present with discomfort or pain while breathing or swallowing?

Yes No

Were there x-rays taken of the victim?

Yes No

Was the victim admitted for observation/treatment?

Yes No

Did the victim present with any visible external injuries?

Yes No

If yes, describe:

What did the victim say caused the injuries?

What treatments were performed on the victim?

Notes from interview of medical personnel:

Description of Injuries to Victim

(Written description of all injuries diagramed and photographed)

VICTIM INJURY DIAGRAM

LAW ENFORCEMENT: PLEASE INDICATE ON THE DIAGRAM WHERE ANY MARKS, BRUISES, OR LACERATIONS ARE LOCATED. USE THIS DIAGRAM IN ADDITION TO PHOTOGRAPHS TAKEN OF INJURIES. LIGHT COLORED INJURIES (FOR EXAMPLE: RED MARKS OR SLIGHT BRUISING) SHOULD BE CAREFULLY DETAILED ON THE DIAGRAM, AS THEY MAY NOT APPEAR IN PHOTOGRAPHS.

Investigation:

Verbal Description of Strangulation

- Suspect used one hand
- Suspect used both hands
- Suspect used forearm (chokehold)
- Suspect used another body part

Describe:

- Suspect used an object

Describe:

Physical Demonstration of Strangulation

Ask the victim to demonstrate the strangulation. Describe this demonstration in written report.

Where was the victim when being strangled?

- Lying on floor
- Lying on furniture (describe in notes)
- Pinned against floor or other object
- Banged against wall or other object

Where did the strangulation take place?

- Bedroom
- Bathroom
- Family or Living Room
- Kitchen
- Other Location:

Visible injuries (Document injuries in written report and photograph)

Injuries present in the following locations:

- Behind Ears
- Around the Face
- Neck
- Scalp
- Chin
- Jaw
- Eyelids
- Shoulder
- Chest
- Other:

Inspection of the victim's neck revealed:

- Redness
- Scratch Marks
- Scrapes

- Fingerprint Marks
- Thumb Print Bruising
- Ligature Marks
- Bruising
- Tiny Red Marks (Petechiae)
- Swelling on Neck
- Lumps on Neck
- Other

- Have victim assess any swelling by looking in a mirror and gently feeling swelling with fingers.

Questions

Did the victim experience physical Pain?

- Yes No

If yes, describe where:

Did the victim experience physical Pain?

- Yes No

Did the suspect shake the victim?

- Yes No

If Yes, is the victim complaining of “whiplash” pain?

- Yes No

Does the victim have injuries above the hairline?

- Yes No

Does the victim have injuries hidden by clothing?

- Yes No

Was property damaged or disturbed during the strangulation?

- Yes No

If yes, describe:

Was the victim thrown against a wall, the floor, or the ground?

- Yes No

Was or is the victim having trouble breathing due to strangulation?

- Yes No

Was or is the victim hyperventilating due to strangulation?

- Yes No

Is the victim having trouble “catching his/her breath?”

- Yes No

Does the victim have pain in the throat?

- Yes No

Is the victim having trouble swallowing?

- Yes No

Has or does the victim have pain when swallowing?

- Yes No

Has the victim’s voice changed pitch?

- Yes No

Does the victim's voice sound "raspy?"

Yes No

Was or is the victim complaining of "hoarseness" when speaking?

Yes No

Is the victim coughing or clearing throat?

Yes No

Does the victim feel dizzy or faint?

Yes No

Did the victim lose consciousness?

Yes No

Did the victim's vision fade or see stars during strangulation?

Yes No

Did the victim urinate or defecate as a result of being strangled?

Yes No

The victim currently feels or felt nauseated, or vomited.

Yes No

Length and Pressure of Strangulation

How long was the victim strangled?

On a scale from 1 to 10, 10 being the most pressure, how hard was the suspect's grip? _____

Motive and Intent for Strangulation

What did the suspect say during strangulation? (Use quotes)

What was the suspect's facial expression during strangulation?

What was the suspect's demeanor during strangulation?

If an object was used, was the object brought to the crime scene from another location?

What did the victim think was going to happen?

What caused the suspect to stop?

Self Defense Issues:

What did the victim do, if anything, to protect self?

Are there any injuries on the suspect's face, neck, arms, hands, or other body part?

Does the victim have any pre-existing injuries?

Yes No

If yes, explain:

Investigation Notes

(Not intended to serve as a complete report.)

Questioning the Expert in Strangulation Cases

Even when the victim has not obtained medical treatment, it is important to use medical experts at trial in order to educate the jury and the judge about the seriousness of strangulation. Jurors and Judges need to know that strangulation can cause unconsciousness within seconds and death within minutes. They also need to know that symptoms are important evidence of strangulation and that victims can die from strangulation without a single mark.

Expert witnesses can be used for various reasons, including teaching the jurors about medical, technical, or scientific principles or expressing an opinion after evaluating the significance of the facts of the case. Ultimately the judge will decide whether a witness is qualified as an expert to express an opinion on strangulation.

Below are some areas you may ask in order to lay the foundation for your expert's qualifications:

1. Education
2. Training
3. Licenses and certificates
4. Work experience
5. Teaching experience
6. Published writings
7. Professional organizations
8. Previously qualified as an expert witness.

Below are some questions you may ask your expert about attempted strangulation:

1. Have you had the opportunity to examine patients who have reported being strangled?
2. Are you familiar with the signs and symptoms of strangulation? Describe them.
3. Are you familiar with the methods of strangulation? Describe them.
4. Would a chart help you explain those symptoms and methods?
5. How does a victim lose consciousness from strangulation?
6. How does death occur from manual strangulation?
7. How long would it take to manually strangle someone to death?
8. Is it possible to strangle someone to death without leaving any marks?
9. Are you familiar with the injuries and symptoms of the case and how?
10. Have you had the opportunity to review the police report, 911 tape, paramedic run sheet, and medical records?
11. In your opinion, are the signs and symptoms, consistent with strangulation?

Below are some questions used by San Diego County Deputy District Attorney Dan Goldstein in a homicide case:

1. Are you a medical examiner?
2. How long have you been a medical examiner?
3. What specific training goes into becoming a medical examiner?
4. What are your duties?
5. What is an autopsy?
6. How many autopsies have you conducted in your career?

7. Have you testified in court?
8. What is a witnessing pathologist?
9. Were you the witnessing pathologist on *** during an autopsy of the victim?
10. Who was the pathologist?
11. Did you review the pathologist's report?
12. Please describe the external trauma of the victim that you saw.
13. Ask the witness to describe photos and injuries.
14. Ask the witness to describe any injuries to the eyes, face, and mouth.
15. Ask the witness to describe internal injuries.
16. What was the cause of death?
17. What are the reasons you believe the victim died from strangulation?



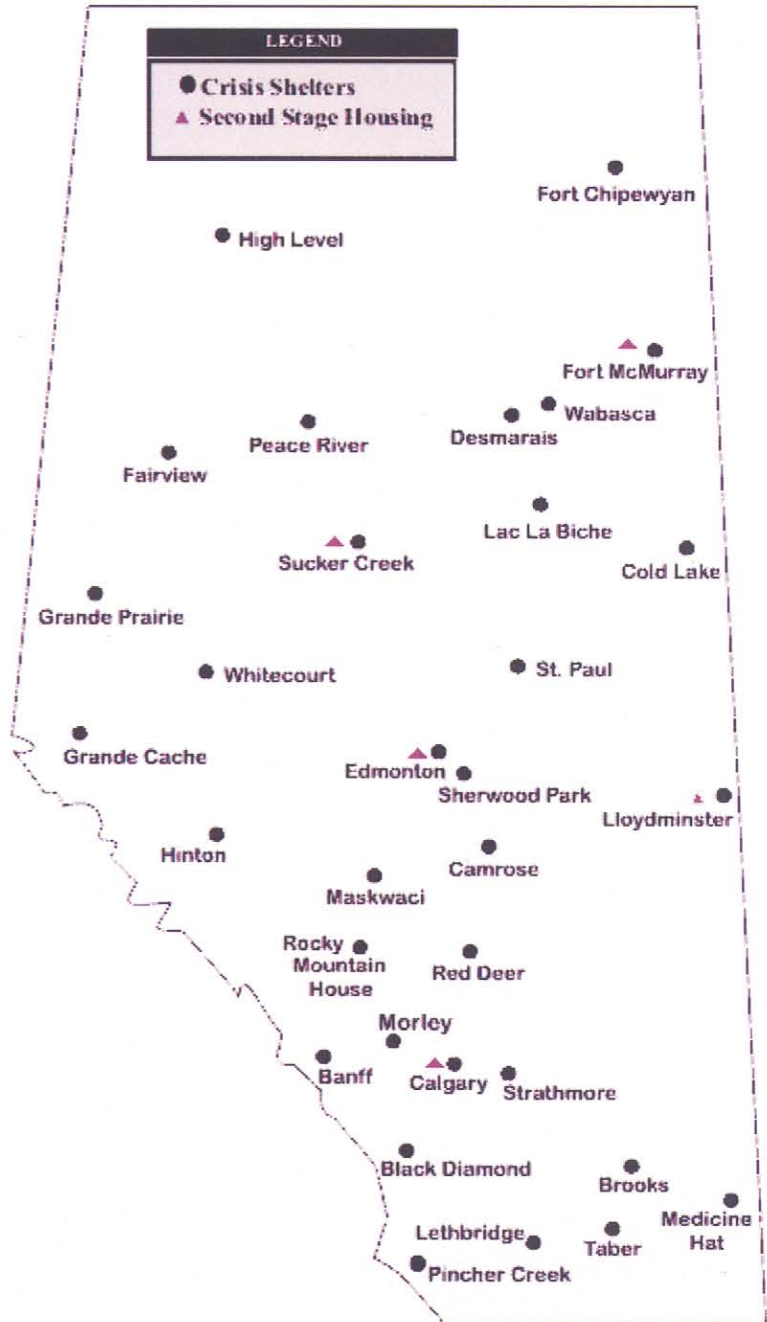
Alberta Council of Women's Shelters

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- Calgary - Kerby
- Calgary, Sonshine, Second Stage
- Calgary, Brenda Strafford, Second Stage
- Calgary - YWCA
- Camrose
- Cold Lake
- Desmarais / Wabasca
- Edmonton - Family Violence Prevention Centre
- Edmonton - Seniors
- Edmonton - Women's Shelter
- Edmonton - Women's Dream Centre
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- Edmonton, Lasalle, Second Stage
- Edmonton - Lurana
- Edmonton, Wings of Providence, Second Stage
- Enilda, Next Step, Second Stage
- Fairview
- Fort Chipewyan
- Fort McMurray
- Fort McMurray, Second Stage
- Grande Cache
- Grande Prairie
- High Level
- Hinton
- Lac la Biche
- Lethbridge
- Lloydminster
- Lloydminster, Second Stage
- Maskwaci
- Medicine Hat
- Morley
- Peace River
- Pincher Creek
- Red Deer
- Rocky Mountain House
- St. Paul
- Sherwood Park
- Strathmore
- Sucker Creek
- Taber
- Whitecourt



Emergency Shelters

<p>A Safe Place Box 3282 Sherwood Park, AB T8A 2A6 Bus: (780) 464-7232 (Crisis Line 464-7233) Fax: (780) 467-3511 Toll Free: 1-877-252-7233 Email: safeplce@telusplanet.net Director: Pat Vargas</p>	<p>Awo Taan Native Women's Shelter Society P.O. Box 6084, Calgary South PO Calgary, AB T2H 2L3 Bus: (403)531-1971 (Crisis Line 531-1976) Fax: (403) 531-1977 Email: exec.dir@home.com Director: Ermine Cummings</p>
<p>Bigstone Cree Nation Women's Emergency Shelter Box 900 Desmarais, AB T0G 0T0 Bus: (780) 891-3333 Fax: (780) 891-3918 Director: Janet Gladue</p>	<p>Brigantia Place A Camrose Society for a Women's Shelter P.O. Box 1405 Camrose, AB T4V 1X3 Bus: (780) 672-1173 (Crisis Line 672-1035) Fax: (780) 672-9885 Email: bridget@cable-lynx.net Director: Jill Chesley</p>
<p>Brooks & District Women's Safe Shelter Society Box 1045 Brooks, AB T1R 1B8 Bus: (403) 362-2766 Fax: (403) 793-8288 Email: bdwsss@eidnet.org Director: Carol Penner</p>	<p>Calgary Centre for Prevention of Family Violence (The) – Discovery House P.O. Box 3516, Station B Calgary, AB T2M 4M2 Bus: (403) 277-0718 (Crisis Line) Fax: (403) 230-4759 Email: langdon2@telusplanet.net Interim Director: Jean Langdon</p>
<p>Calgary Women's Emergency Shelter P.O. Box 52051 Edmonton Trail NE Calgary, AB T2E 8K9 Bus:(403) 290-1552 (Crisis Line 232-8717) TTV Crisis Line: (403) 262-2768 Fax: (403) 237-7728 Email: marvanns@cwes.calgary.ab.ca Director: Mary Ann Sanderson</p>	<p>Central Alberta Women's Emergency Shelter P.O. Box 561 Red Deer, AB T4N 5G1 Bus: (403) 346-5643 (1-888-346-5643) Fax: (403) 341-3510 Email: moriahb@telusplanet.net Director: Moriah Boyd</p>
<p>Columbus House of Hope P.O. Box 1237 St. Paul, AB T0A 3A0 Bus: (780) 645-5132 (Toll free-1-800-263-3045) Fax: (780) 645-1966 Director: Yvette Richer</p>	<p>Community Crisis Society – Region 5 P.O. Box 2162 Strathmore, AB T1P 1K2 Bus: (403) 934-6634 (Crisis Line) Fax: (403) 934-6661 Email: klpease@hotmail.com Director: Karen Pease</p>

<p>Crossroads Resource Centre P.O. Box 1194 Fairview, AB T0H 1L0 Bus: (780) 835-2120 (Crisis Line) Fax: (780) 835-2047 Email: crossroads@peacenet.com Director: Kathleen Nakagawa</p>	<p>Eagle Women's Emergency Shelter Box 610 Black Diamond, AB T0L 0H0 Bus: (403) 933-3370 Fax: (403) 933-3384 Email: sharris@nucleus.com Director: Susan Harris</p>
<p>Edmonton Women's Shelter Ltd. 3601 - 118 Ave. Edmonton, AB T5W 0Z3 Bus: (780) 471-6709 Office (780) 474-3488 WIN I (780) 477-9181 WIN II (780) 479-0058 Crisis Line Fax: (780) 479-8252 Email: ews@telusplanet.net Executive Director: Sandra Danco</p>	<p>Hope Haven Society Box 2168 Lac La Biche, AB T0A 2C0 Bus: (780) 623-3100 Fax: (780) 623-2094 Email: cputnam@telusplanet.net Email: hhaven@telusplanet.net Director: Cassandra Putnam</p>
<p>Lloydminster Interval Home P.O. Box 1523 Lloydminster, AB S9V 1K5 Bus: (780) 875-0966 Fax: (780) 875-0609 Email: lihsi@telusplanet.net Director: Doreen McCaw</p>	<p>Loretta's Safe House Box 1830 Hobbema, AB T0C 1N0 Bus: (780) 585-4470 Fax: (780) 585-3636 Email: ews@incentre.net Director: Sandra Ermineskin</p>
<p>Lurana Shelter P.O. Box 39030 Norwood Postal Outlet Edmonton, AB T5B 4T8 Bus: (780) 429-2002/429-2005 Fax: (780) 426-3237 Crisis Line: (780) 424-5895 Email: director@luranashelter.com Director: Sr. Lucinda May Patterson, SA</p>	<p>Mikisew Cree First Nation Paspew House Box 90 Fort Chipewan, AB T0P 1B0 Bus: (780) 697-3329 Fax: (780) 697-3608 Director: Caroline Adam</p>
<p>Odyssey House 10123 - 107 Ave. Grande Prairie, AB T8V 1M1 Bus: (780) 532-2672 (Crisis Line 532-2672) Fax: (780) 532-1389 Email: gpwra@incentre.net Director: Kathy Sheppard</p>	<p>Peace River Regional Women's Shelter 7716 - 99 Street Peace River, AB T8S 1C9 Bus: (780) 624-3466 (Toll Free-877-624-3466) Fax: (780) 624-1469 Email: prrws@telusplanet.net Director: Brenda Brochu</p>

<p>Phoenix Safe House 631 Prospect Drive SW Medicine Hat, AB T1A 4C2 Bus: (403) 527-8223 & 528-8149 Crisis Line: 1-800-661-7949 Fax: (403) 526-0209 & 529-8934 Email: pshouse@monarch.net Director: Gerry Carter</p>	<p>Pincher Creek Women's Emergency Shelter Box 2092 Pincher Creek, AB T0K 1W0 Bus: (403) 627-2114 (office) (403) 627-4868 (direct) Fax: (403) 627-4808 Email: pcwesa@telusplanet.net Director: Heike DeGraff</p>
<p>Dr. Margaret Savage Crisis Centre P.O. Box 419 Cold Lake, AB T9M 1P1 Bus: (780) 594-5095 Crisis Line: (780) 594-3353 Fax: (780) 594-7304 Email: crisis@telusplanet.net Executive Director: Joie Dery</p>	<p>Safe Home, A Project of the Northwest Alberta Resource Society Box 396 High Level, AB T0H 1Z0 Bus: (780) 926-3899 (780) 926-2277 (director's line) 1-888-926-0301 (Crisis Line) Fax: (780) 926-3874 Email: safehome@telusplanet.net Director: Diana Broekaert</p>
<p>Sonshine Community Services #204, 3505 – 14 Street SW Calgary, AB T2T 3W2 Bus: (403) 243-2002 Fax: (403) 287-2194 Email: lwhite2@sonshine.ab.ca Director: Linda White</p>	<p>Sucker Creek Women's Emergency Shelter P.O. Box 231 Enilda, AB T0G 0W0 Bus: (780) 523-2929 Fax: (780) 523-4940 Director: Bernice Wright</p>
<p>Unity House P.O. Box 6165 Fort McMurray, AB T9H 4W1 Bus: (780) 743-4691 (Crisis Line 743-1190) Fax: (780) 791-5560 Director: Bonnie Paul</p>	<p>Wellspring Family Resource & Crisis Centre 5116-51 Ave. Whitecourt, AB T7S 1A1 Bus: (780) 778-6209 Toll Free: 1-800-467-4079 Fax: (780) 778-2410 Email: wellprg@telusplanet.net Director: Joanne Moran</p>
<p>Yellowhead Emergency Shelter P.O. Box 6401 Hinton, AB T7V 1X7 Bus: (780) 865-4359 Fax: (780) 865-7151 Email: yeswomen@telusplanet.net Director: Marjorie Luger</p>	<p>YWCA Harbour House 604 - 8th Street S Lethbridge, AB T1J 2K1 Bus: (403) 329-0088 Crisis Line: (403) 320-1881 Fax: (403) 327-9112 Email: cassisk@telusplanet.net Director: Kristine Cassie</p>
<p>YWCA Family Violence Prevention Centre and Sheriff King Home 2003 - 16 Street SE Calgary, AB T2G 5B7 Bus: (403) 294-3660 (403) 266-0707 (24 hour line) Fax: (403) 262-1743 Email: sheriffk@cadvision.com Director: Carolyn Goard</p>	

Second-Stage Shelters

Brenda Strafford Centre Box 61141 Kensington Postal Outlet Calgary, AB T2N 4S6 Bus: (403) 270-7240 Fax: (403) 270-7166 Director: Sharon Christie	La Salle Residence 10015-111 Street Edmonton, AB T5K 1K4 Bus: (780) 482-2190 Fax: (780) 482-3008 Director: Sr. Madeleine Therrien
Sucker Creek Women's Shelter P.O. Box 231 Enilda, AB T0G 0W0 Bus: (780) 523-2929 Fax: (780) (780) 523-4940 Director: Bernice Wright	Wings of Providence P.O. Box 266, MPO Edmonton, AB T5J 2J1 Bus: (780) 426-4985 Fax: (780) 424-3625 Email: pgarrett@providence.ab.ca Director: Pat Garrett
Youville Women's Residence 3210 - 29 Street SW Calgary, AB T3E 2L1 Bus: (403) 242-0244 Fax: (403) 242-3915 Executive Director: Sister Germaine Hetu	

Senior's Shelters

Edmonton Senior Safe Housing 15 Sir Winston Churchill Square Edmonton, AB T5J 2E5 Bus: (780) 423-5510 Fax: (780) 426-5175 Email: srsr@icrossroads.com Executive Director: Roger Laing Coordinator: Bernice Sewell	Kerby Centre 1133 - 7 th Avenue SW Calgary, AB T2P 1B2 Bus: (403) 265-0661 Direct: (403) 705-3244 Crisis Line: (403) 705-3250 Fax: (403) 705-3242 Email: shelter@kerbycentre.com Shelter Director: Brenda Hill
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Supports for Albertans Fleeing Abuse

Albertans in abusive situations can get help 24 hours a day, seven days a week through Alberta Works by calling 1-866-644-5135 toll-free from anywhere in Alberta or 644-5135 in Edmonton. Financial supports are available through Alberta Works Income Support, providing the program's eligibility criteria are met.

GETTING TO SAFETY

- Emergency transportation to a safe place is provided (such as a women's shelter)
 - If shelters are full or not available, emergency accommodation is arranged in hotel or motel.
- Emergency items not available through the shelter are covered, such as prescription drugs, dental or optical services and childcare.
- Relocation costs within Alberta or Canada are covered if a person must move out of his/her community to escape the threat of violence.

SETTING UP A NEW HOUSEHOLD

- \$1,000 allowance is issued to help set up a new home.
- Damage deposit to secure a residence.
- Financial help for needs such as food, clothing, and shelter.
- A \$50 monthly benefit is provided with the recognition that Albertans fleeing abuse are not ready to go to work.

STARTING A NEW LIFE

- Employment and training services are available.
- Child support from the other parent(s) is arranged, if it does not endanger the family's safety.
- To help people increase their income through working, earnings exemptions take only a portion of their wages into account when their monthly financial support is calculated.
 - Single parents get the first \$230 in monthly earnings plus 25 percent of any amount over \$230 without deductions from their financial benefits.
 - Single people or childless couples get the first \$115 in monthly earnings plus 25 percent of any amount over \$115 without deductions from their financial benefits.
- Health coverage continues for the whole family after they stop receiving financial support, to make the transition into work easier.
- Extended health coverage for children, through the Alberta Child Health Benefit, is available to all low-income families.

Agencies to Assist Victims of Crime¹

To obtain information regarding Victim Service Units across Alberta, please visit the Alberta Solicitor General and Public Security website at:

http://www.solgps.gov.ab.ca/victim/related_agencies.aspx#0

- **Alberta Association of Sexual Assault Centres (AASAC)**
305 - 707 10th Avenue SW
Calgary AB, T2R 0B3
Phone: (403) 275 4654
Fax: (403) 275 9641
- **Alberta Police Based Victim Services Association (APBVSA)**
c / o Red Deer City RCMP
4811 - 49 Street
P.O. Bag 5033
Red Deer, T4N 6A1
Phone: (403) 341 2043
Fax: (403) 346 1365
- **ASSIST Community Services Centre**
c/o Family Violence Prevention Centre, EJHS
401, 10010 - 105 Street NW
Edmonton, T5J 1C4
Phone: (780) 423 1635
Fax: (780) 425 1699
- **Calgary Communities Against Sexual Abuse (CCASA)**
305 - 707 10th Avenue SW
Calgary AB, T2R 0B3
Phone: (403) 237 6905
Fax: (403) 264 8355
- **Calgary Legal Guidance Court Preparation and Restraining Order Program**
840 7th Avenue SW Suite 100
Calgary AB, T2P 3G2
Phone: (403) 234 9266
Fax: (403) 234 9299
- **Canadian Society for the Investigation of Child Abuse: Court Preparation Program**
P.O. Box 42066 Acadia Postal Outlet
Calgary AB, T2J 7A6
Phone: (403) 289 8385
Fax: (403) 254 2684

¹ Information courtesy of Alberta Solicitor General and Public Security

- **Central Alberta Victims' Assistance Society**
 4904 45 Avenue
 Innisfail, T4G 1S6
 Phone: (403) 227 3342
 Fax: (403) 227 2070
- **Crisis Centre**
 105 - 4818 Gaetz Avenue
 Red Deer, T4N 4A8
 Phone: (403) 340 1120
 Fax: (403) 340 1163
- **Edmonton John Howard Society Victim Assistance Program**
 L2 Law Courts Building
 1A Sir Winston Churchill Square
 Edmonton, T5J 0R2
 Phone: (780) 422 0721
 Fax: (780) 427 5641
- **Family Law Office**
 7th Floor Melton Building
 10310 Jasper Ave NW
 Edmonton, T5J 2W4
 Phone: (780) 415 8800
 Fax: (780) 427 1536
- **Fort McMurray Sexual Assault Centre**
 Box 6165
 Fort McMurray, T9H 4W1
 Phone: (780) 791 6708
 Fax: (780) 791 5560
- **Lloydminster Sexual Assault & Information Centre**
 5011 - 49 Ave
 Box 2033
 Lloydminster, S9V 1R5
 Phone: (306) 825 8255
 Fax: (306) 825 9557
- **Multicultural Health Brokers Co-operative Ltd.**
 10867 - 97 St NW
 Edmonton, T5H 2M6
 Phone: (780) 423 1973
 Fax: (780) 428 2748
- **P.A.C.E. Sexual Assault Centre (Providing Assistance Counselling & Education)**
 201, 10118 - 101 Avenue
 Grande Prairie, T8V 0Y2
 Phone: (780) 539 6692
 Fax: (780) 538 0960

- **Partner Support Program (Discovery House)**
 1714 - 41 Street SE
 Calgary, T2A 1L1
 Phone: (403) 277 0718
 Fax: (403) 230 4759
- **Sexual Assault Centre of Edmonton**
 205, 14964 - 121 A Ave NW
 Edmonton, T5V 1A3
 Phone: (780) 423 4102
 Fax: (780) 421 8734
- **Strathcona Sexual Assault Centre**
 Safe Talk Sexual Assault Program
 044, 50 Brentwood Blvd
 Sherwood Park, T8A 2H5
 Phone: (780) 449 0900
 Fax: (780) 416 2393
- **Tsuu T'ina Band - Stoney Corrections Society**
 Victim Service Unit
 3700 Anderson Road SW
 Box 70
 Calgary, T2W 3C4
 Phone: (403) 238 5649
 Fax: (403) 238 5864
- **University of Alberta Sexual Assault Centre**
 2-705 Student Union Building, University of Alberta
 Edmonton, T6G 2J7
 Phone: (780) 492 9771
 Fax: (780) 492 3804
- **Zebra Child Protection Centre Society**
 c / o Edmonton Police Service
 9620 - 103 A Ave NW
 Edmonton, T5H 0H7
 Phone: (780) 421 2359
 Fax: (780) 421 2234

Notification & Protection Guidelines for Victims of Domestic Violence

In 1999, Alberta Justice issued the following guidelines for bail notifications and protection, outlining the information to be obtained for show cause hearings (available online at: www.justice.gov.ab.ca/publications/default.aspx?id=1434).

I. INTRODUCTION

These guidelines are prepared to assist Crown prosecutors and the police to provide greater protection for victims of serious domestic violence.

II. NOTIFICATION OF VICTIMS

A selective notification process based on a risk flagging system by police, or at the request of the victim, is recommended.

III. NOTIFICATION OF BAIL APPLICATIONS AND BAIL REVIEWS

Notification of the victim prior to the initial bail hearing is not practical. It is also impractical to notify the victim prior to the bail review hearing. It is, however, possible to notify victims of the results of both the initial bail hearing and the bail review hearing. Therefore, when police themselves conduct a bail hearing before a Justice of the Peace, they should make any necessary notification to the victim of the results of that hearing.

Prior to Crown prosecutor involvement, only the police are in a position to notify the victim of results in a timely manner. In other cases, approaches should be established at the local level between the Crown prosecutor office and the police to decide whether it is the Crown prosecutor or the police who should ensure that victim notification occurs.

Police provide 24-hour service. Crown prosecutor offices do not operate on a 24-hour basis. In rural areas, the Crown prosecutor may not be resident at the court location where the accused is released. Local needs and resources must, therefore, be considered when determining who should make the notification where the Crown prosecutor conducts the hearing or review. If it is decided that the police are to make notification to the victim and they are not present at a bail hearing, then the Crown prosecutor must notify the police of the results in cases where release is ordered. This will ensure that the police can make the victim notification in a timely manner.

If the accused has been granted bail initially, or upon bail review, but has not been released due to insufficient funds or any other reason, the correctional centre should contact the police when the accused is eventually released. The police or Crown prosecutor will have to, therefore, notify Correctional Services of the flagged status of the file or request of the victim. Local practices will be established to advise Correctional staff.

IV. METHOD OF NOTIFICATION

Immediate victim notification is the established goal. The best person to assess risk is generally the investigating police officer. The best method of victim notification is contact by telephone or personally due to its timeliness. However, in some cases this may not be possible.

Where verbal notification is not possible, notification by mail will be the only other alternative. If this method is used, the notification letter should be enclosed in an envelope devoid of official markings. All verbal or written notifications, or attempts to notify, should be recorded.

Interim release terms respecting victim safety should be provided to the victim. When the victim has gone to another community, the nearest police service should be informed by the investigating police service of the release order and the conditions for the protection of the victim or the victim's family.²

V. FLAGGING SYSTEM TO DETERMINE RISK

Some method of flagging of files is necessary to provide an indication of risk to the victim if an accused is released on bail. Files should be flagged on the basis of:

1. Risk factoring, or
2. Request from the victim for notification.

The police should flag the file with respect to risk to the victim. The Crown prosecutor may receive information indicating that a file should be flagged. In such a case the Crown prosecutor, after discussion with the police, should ask the police to flag the file.

Crown prosecutor files that are flagged should be clearly identified. The police must notify the Crown prosecutor. The method need not be uniform throughout the province. Cases of spousal violence that have been flagged should be referred to specialized police spousal violence units where such units exist.³

Correctional centres should be notified of flagged files to follow up on complaints received from a victim of harassing/threatening telephone calls or for casework purposes where the offender is subsequently sentenced.

VI. RISK FACTORING

The police and the Crown prosecutor will jointly develop a risk factoring tool at the local level to identify the accused most likely to offend while on bail. This information will be useful to the Crown prosecutor when speaking to bail or during bail review. The risk-factoring tool will indicate the conditions that should be sought to ensure the safety of the victim, in the event that the court is inclined to release the accused. Individuals completing the risk-factoring tool should be trained in the dynamics and cycle of domestic violence. A risk-factoring tool is attached as a

² November 1997 Department of Justice Canada Spousal Assault Prosecutions.

³ Ontario, Chief Coroner, Inquest Touching the Deaths of Arlene May and Randy Joseph Iles; Jury Verdict and Recommendations (July 1998).

practice model. Since community resources and needs vary throughout Alberta, the practice model attached is put forward as a guide. Different models may be equally effective.

To ensure that Crown prosecutors consistently receive all of the relevant information in each case before a bail hearing is held, and especially where the police are not present, a standardized bail opposition form developed by police services should be provided to Crown prosecutors. Such a form should include information on the likelihood of an accused failing to appear for trial or committing a further offence if released on bail, the potential impact on the victim if the accused is released on bail, the accuser's criminal record, and a clear recommendation for or against bail.⁴ It should also include recommended terms of release in the event that the accused is granted bail.

VII. PERSONAL INFORMATION OF VICTIM

Personal information of the victim irrelevant to the charge should not be disclosed. For example, the release of information relating to the address of the victim, when the victim has changed address, could be potentially harmful. It is recognized, however, that disclosure obligations imposed by law upon the Crown prosecutor may force the release of some personal information obtained from the victim to the accused.

VIII. SPECIAL ASSIGNMENT - CROWN PROSECUTORS FOR FLAGGED CASES

When a file has been flagged based on risk factoring, a Crown prosecutor should be assigned responsibility for the file. A Crown prosecutor should be assigned to the case at the earliest opportunity and, where practicable, should remain assigned to the case until its conclusion. In cases with a higher risk of violence (flagged files), the victim should also be provided with the name of the Crown prosecutor who is specifically assigned the file. Reasonable efforts should be made to accomplish this. If the assigned Crown prosecutor is changed, the victim should be notified.

It is preferable that the assigned Crown prosecutor should interview the victim prior to the trial or preliminary hearing. The victim should be referred to a victim assistance program where available if the police have not already done so. Where a change of Crown prosecutor is necessary, arrangements should be made to have the newly assigned Crown prosecutor review the file and then meet with the victim.⁵

⁴ Schulman, Justice Perry W., Commissioner, Commission of Inquiry into the Deaths of Rhonda Lavoie and Roy Lavoie: A Study of Domestic Violence and the Justice System in Manitoba (Winnipeg: Queen's Printer, 1997).

⁵ Crown Policy Manual, Attorney General, Ont.-Appendix A of the Wife Assault and the Canadian Criminal Justice System 1995 report-Valverde, MacLeod and Johnson.

IX. FOLLOW UP TO ENSURE VICTIM RISK IS BEING MINIMIZED

Police are in the best position to follow up with victims. The greater the risk, the more closely the police should monitor victims' safety. Conditions imposed as a result of a bail hearing should be entered on the Canadian Police Information Centre (CPIC) using the probation category currently used for entry of restraining orders, conditions on probation, and firearms prohibitions.⁶

Police services should also be aware of "Spousal Assaults" or "Other Family Violence" caution flags, which, as of January 1997, may now appear on the Criminal Record Synopsis when checking the CPIC system. Police services should ensure that the new sections of fingerprint form C-216 allowing for the flagging of convictions for a number of offences, including these new "Spousal Assaults" and "Other Family Violence," are used where applicable. This tool provides police services with immediate recognition that a subject they may be dealing with or responding to a complaint about has had previous convictions for spousal assaults or family violence. It is also information that can be immediately relayed to the Crown prosecutor on bail applications.

X. TRAINING

Practices developed to address victim bail notification procedures for cases of serious domestic violence must be included in domestic violence training programs provided to persons employed in the criminal justice system.

Proper training can have dramatic results for police and prosecution services in promoting greater safety for both the victims of this crime as well as the attending police officers. Such training should take place at the local level and provincial level, such as at the Criminal Justice Family Violence Course held annually at the Alberta Justice Staff College since 1991 for police, prosecutors and correctional staff.

⁶ Alberta Justice Domestic Violence Registry.



CANADA
Province of Alberta

Application for a Warrant Permitting Entry

Court of Queen's Bench Action No.

Protection Against Family Violence Act
Section 10

I, _____, _____,
Name of Person Occupation

apply for a warrant permitting entry pursuant to Section 10 of the *Protection Against Family Violence Act*.

IN SUPPORT OF THIS APPLICATION, I MAKE OATH AND SAY/SOLEMNLy AFFIRM AND DECLARE THAT:

1. I have been refused access to _____,
Name of family member
who may have been the subject of family violence and who I believe will be found
at _____.
Address of place to be searched

2. I base my application on the following: (Describe the situation)

Sworn/Affirmed before me

on _____.

at _____, Alberta.

Signature

Commissioner for Oaths for Alberta

Print name and expiry



CANADA
Province of Alberta

Court of Queen's Bench Action No.

Protection Against Family Violence Act
Section 10

Warrant Permitting Entry

WHEREAS _____,
Name of peace officer

has made an application under oath/affirmation for a warrant permitting entry pursuant to Section 10 of the *Protection Against Family Violence Act*.

AND WHEREAS there are reasonable and probable grounds to believe that:

1. _____ who provided the information on
Name of peace officer
oath/affirmation has been refused access to _____
Name of person
who may have been the subject of family violence and will be found at _____
Address of place to be searched

THIS IS THEREFORE TO COMMAND _____
Name of peace officer

and any other Peace Officers in the Province of Alberta

1. to enter _____
Address of place to be searched
and any other structure or building used in connection with the place,
2. to search for, assist or examine _____, and
Name of person
3. with the consent of _____, to remove him/her from
Name of person
the premises for the purpose of assisting or examining him/her.

Dated on _____,
yyyy/mm/dd _____
Justice of the Peace, Provincial Judge or Justice

at _____, Alberta.



Emergency Protection Order Intake Sheet

Court of Queen's Bench Action No.
Police Incident No.

Recorded: Telus Digital Time: _____ Tape # _____
 Date _____ Time _____ Location _____
(yyyy/mm/dd) A.M/P.M

Name of Claimant	Name of Respondent
Date of Birth (yyyy/mm/dd)	Date of Birth (yyyy/mm/dd)
Complete Address including Postal Code	Complete Address including Postal Code

How was application made? In person By telephone	Relationship between Claimant & Respondent:	Claimant's address or location to be kept confidential? Yes No
Who made application? Police Other (specify)	Name of Applicant	Location
Oath(s)/Affirmation(s) taken? Yes No	Name of person(s) sworn/affirmed:	

The following information was taken under oath/affirmation.

Has the Claimant been advised of this application? No Yes. If yes, does the Claimant want an Order? Yes No

Number of children in custody of Claimant: Ages of children: _____

Weapons involved? No Yes. If yes, specify type(s): _____

History of previous violence by the Respondent to the Claimant? Unknown No Yes

Previous Orders for family violence? Unknown No Yes. If yes, what type of Order (bail, restraining, protection, EPO, etc.) and what were the conditions of the Order? _____

Closest Police Detachment:

Claimant sought medical attention? No Yes	Special needs of Claimant:
--	----------------------------

Has the Respondent subjected the Claimant to family violence? Yes No

Is the Order necessary by reason of seriousness or urgency to ensure the immediate protection of the Claimant? Yes No

Nature of Family Violence: _____

Criminal Charges Laid? No. If no, specify reason or Yes. If yes, specify offence and status of bail:

Criminal Record for Respondent? No Yes	If yes specify:
---	-----------------

In determining whether to grant an Order, you must consider, but are not limited to considering the following:

- (a) the nature of the family violence;
- (b) the history of family violence by the respondent towards the Claimant;
- (c) the existence of any immediate danger to persons or property;
- (d) the best interests of the Claimant and any child of the Claimant or any child who is in the care and custody of the Claimant.

Order granted? Yes No. If no, specify reason: _____

Transcript ordered? Yes No	Date, Time and Location of Review Hearing:
	Date <input type="text"/> Time <input type="text"/> Location <input type="text"/> <small>yyyy/mm/dd A.M./P.M.</small>

 Provincial Court Judge or Justice of the Peace _____
 Print Name

For Office Use Only

Result of Review Hearing: _____

Court of Queen's Bench Justice: _____



Court of Queen's Bench Action No.

The Provincial Court of Alberta

Claimant

and

Respondent

Emergency Protection Order

To: _____

hereinafter referred to as THE RESPONDENT:

You are subject to this Emergency Protection Order made pursuant to the Protection Against Family Violence Act.

YOU MUST OBEY THE PROVISIONS OF THIS ORDER. Failure to obey this Order may constitute an offence under the Criminal Code of Canada with punishment, on conviction, of up to two years imprisonment or may result in civil contempt proceedings being taken against you.

YOU SHOULD IMMEDIATELY CONTACT A LAWYER for advice as to what your rights are and as to what you are required to do respecting this Order.

ON hearing evidence, I find that family violence has occurred, and that, by reason of seriousness or urgency, this Order should be granted to ensure the immediate protection of the Claimant pursuant to Section 2 of the Protection Against Family Violence Act.

I DO HEREBY ORDER THAT:

- 1. The Respondent may not attend at or near or enter
2. The Respondent may not communicate with or contact the Claimant and
3. The Claimant is granted exclusive occupation of the following residence for the designated time:
4. A peace officer shall remove the Respondent from the following residence immediately or within the time designated below:
5. A peace officer shall accompany the person designated below to the residence within the time designated below to supervise the removal of personal belongings:
6. A peace officer shall remove and store the following weapons:
7.

Please cross out and initial if paragraph 8 does not apply

- 8. On the Respondent being in breach of any of the terms of the within Order, then in such event, any peace officer is authorized to forthwith arrest the Respondent, detain and bring the Respondent, at the earliest possible time, before a Justice of the Court of Queen's Bench of Alberta to show cause why there should not be a committal for civil contempt...
9. In making an arrest as aforesaid, a peace officer is authorized to do all such acts as may be necessary to carry out the arrest and, for such purposes, the peace officer is hereby given full power and authority to use as much force as may be necessary to effect the arrest, and without warrant to enter on the following lands and premises to effect the arrest:

YOU HAVE THE RIGHT TO APPEAR at a review of this Order on _____, yyyy/mm/dd

at _____ o'clock in the _____ noon, before the Court of Queen's Bench of Alberta at _____

This review will be based on Affidavit evidence and any other sworn evidence. The evidence presented by you at the hearing must be by way of an Affidavit filed and served on the other party at least 24 hours prior to the review.

This order remains in force until _____

Dated on _____, _____ Provincial Court Judge or Justice of the Peace

at _____, at _____, Alberta. _____ Print name

Affidavit of Service

I, _____, _____
name of server occupation
of _____, Alberta
city/town

MAKE OATH AND SAY/SOLEMNLy AFFIRM AND DECLARE

THAT I did on _____,
yyyy/mm/dd
serve the Respondent _____,
with a true copy of the within Emergency Protection Order, by leaving the said copy
with _____
name of person left with
at _____, Alberta.
complete address

OR,
(Substitutional Service)

THAT I did on _____,
yyyy/mm/dd
serve the Respondent _____,
with a true copy of the within Emergency Protection Order, by

- (a) leaving a copy with _____
who is able to bring it to the respondent's attention;
- (b) leaving a copy with _____
with whom the respondent is residing;
- (c) leaving a copy at the respondent's residence at _____
- (d) posting the copy in a public place, namely _____
- (e) publishing it in _____ on _____
name of newspaper yyyy/mm/dd
- (f) sending it by electronic mail to the respondent's e-mail address at _____
- (g) Other: _____

Sworn/Affirmed before me

on _____,
yyyy/mm/dd
at _____, Alberta. _____
Signature

Commissioner for Oaths for Alberta

Print Name and Expiry

Completed Affidavit of Service must be filed with the Clerk of the Court



CANADA
Province of Alberta

In The Court of Queen's Bench of Alberta

Judicial District of _____

In the Matter of Section 4 of the *Protection Against Family Violence Act*
being Chapter P-27, Revised Statutes of Alberta, 2000

BETWEEN

Claimant

and

Respondent

Originating Notice

TAKE NOTICE that an application will be made on behalf of the Claimant before the Presiding Justice in Family Law Chambers at _____

Full address of court location

on _____ at _____
YYYY/MM/DD time

or as soon thereafter as counsel may be heard for:

1. A Protection Order pursuant to Section 4 of the *Protection Against Family Violence Act*, being Chapter P-27 of the Revised Statutes of Alberta 2000.

AND FURTHER TAKE NOTICE that in support of this application will be read the Application of the Claimant together with such further other material as counsel may advise, copies of which are served herewith.

DATED on _____, at _____, Alberta,
YYYY/MM/DD

AND DELIVERED BY _____
Solicitors for the Claimant, whose address for service is in care of the said Solicitors.

Clerk of the Court

TO THE RESPONDENT

You are hereby notified that if you do not attend either in person or by Counsel before the said Court at the time and place mentioned within, the Order asked for herein may be made in your absence or such other Order may be made or proceedings taken as according to the practice of the Court the Claimant is entitled to take without any further notice to you. Furthermore, any evidence presented by you at this hearing must be by way of an Affidavit filed and served on the Claimant at least 24 hours prior to this hearing.

Solicitors for the Claimant whose address for service is in care of the said solicitors.

No.

IN THE COURT OF QUEEN'S BENCH OF ALBERTA
JUDICIAL DISTRICT OF

In the Matter of Section 4 of the *Protection Against Family Violence Act*, being Chapter P-27, Revised Statutes of Alberta, 2000

BETWEEN:

Claimant

-and-

Respondent

ORIGINATING NOTICE

name

address

phone number



Court of Queen's Bench Action No.

CANADA
Province of Alberta

Emergency Protection Order Intake Sheet Substitutional Service

Date _____ Time _____ Location _____
(yyyy/mm/dd) A.M/P.M

How was application made? In person or By Telephone

Name of Claimant Name of Respondent

Is it impractical for any reason to effect personal service on the Respondent with the Emergency Protection Order?
No Yes. If yes, specify reasons

Proposed Method of Service

- a. Leaving the copy with _____ who is able to bring it to the Respondent's attention;
- b. Leaving the copy with _____ with whom the Respondent is residing;
- c. Leaving the copy at the Respondent's residence at _____
- d. Posting the copy in a public place, namely _____
- e. Publishing it in _____ on _____
name of newspaper (yyyy/mm/dd)
- f. Sending it by electronic mail to the Respondent's e-mail address at _____
- g. Other: _____

Provincial Court Judge or Justice of the Peace

Print Name

Order Confirming an Emergency Protection Order

Use this form if the judge confirms the Emergency Protection Order.

Before going to court, make sure that:

- your full name and the respondent's full name are included in the form and on the backer
- fill in the date of the Emergency Protection Order in the first paragraph of the Order
- you have NOT checked off or completed the terms of the Order. The judge will complete this information if the Order is granted.
- the address where you wish to be served and your contact phone number are included on the backer
- the Order states whether the respondent appeared in court or not - by crossing off the paragraph that does not apply (found before the terms of the Order). Make sure this is done before you hand the Order to the clerk in court (for the judge's signature).
- you DO NOT make any changes to the Order after the judge has signed it
- you make four copies of your signed Order

Remember that the judge may not accept orders that contain crossed out sections.

In the Court of Queen's Bench of Alberta
in the Judicial District of _____

BETWEEN:

YOUR NAME

Claimant

AND

OTHER PARTY'S NAME

Respondent

BEFORE THE HONOURABLE MADAM/MR.)
JUSTICE _____)
IN CHAMBERS)
_____, ALBERTA)

On _____ day,
the _____ day of
_____, 2____.

Order

UPON IT APPEARING that the Emergency Protection Order granted pursuant to Section 2 of the Protection Against Family Violence Act on the _____ day of _____, _____ came before this Honourable Court for review today; AND UPON the Respondent having been served with notice of this review as indicated on the Affidavit of Service, filed;

And Upon the Respondent appearing;

-OR-

And Upon the Respondent not appearing in person or by agent;

IT IS HEREBY ORDERED THAT:

1(a) A copy of this Order shall forthwith be personally served upon the Respondent, _____.

OR

1(a) This Order need not be served upon the Respondent.

- () The Emergency Protection Order granted on the _____ day of _____, _____, is hereby confirmed and shall remain in force and effect until the _____ day of _____, 2____.

- () Either party may apply to vary, amend or strike out the within Order on _____ clear days notice to the other party.

JUSTICE OF THE COURT OF QUEEN'S
BENCH OF ALBERTA

ENTERED THIS _____ DAY OF,
_____, _____

CLERK OF THE COURT

Action No: _____
YOUR COURT ACTION NUMBER

IN THE COURT OF QUEEN'S BENCH OF ALBERTA IN THE
JUDICIAL DISTRICT OF

BETWEEN:

YOUR NAME Claimant

- and -

OTHER PARTY'S NAME Respondent

ORDER

YOUR NAME

YOUR ADDRESS FOR SERVICE

YOUR PHONE NUMBER

SOIRA AND DNA DESIGNATED OFFENCES CHART

Sex Offender Information Registration Act

Designated Offences – s. 490.011(1)

ss. (a) Offences

s. 7 (s. 7(4.1))	s. 163.1	s. 212(4)
s. 151	s. 170	s. 271
s. 152	s. 172.1	s. 272
s. 153	s. 173(2)	s. 273(2)(a)
s. 153.1	s. 212(1)(i)	s. 273(2)(b)
s. 155	s. 212(2)	s. 273.3(2)
s. 160(3)	s. 212(2.1)	

ss. (b) Offences

s. 173(1)	s. 279.01
s. 177	s. 280
s. 230	s. 281
s. 234	s. 348(1)(d) with intent
s. 246(b)	s. 348(1)(d) and commit
s. 264	s. 348(1)(e) with intent
s. 279	s. 348(1)(e) and commit

ss. (c) Offences

s. 144	As they
s. 145	read prior
s. 149	to Jan 4,
s. 156	1983
s. 246(1)	

ss. (d) Offences

s. 146(1)	As they
s. 146(2)	read prior
s. 153	to Jan 4,
s. 157	1983
s. 166	
s. 167	

ss. (e) Offences

An attempt or conspiracy to commit a ss. (a), (c), or (d) offence

ss. (f) Offences

An attempt or conspiracy to commit a ss. (b) offence
--

DNA Data Bank Orders – Primary Designated Offences

Section 487.04(a.1), (b), (c), (c.1), & (d)

(Mandatory but limited court discretion – grossly disproportionate test)

s. 75	s. 163.1(4)	s. 144 prior to Jan 4, 1983
s. 76	s. 163.1(4.1)	s. 146 prior to Jan 4, 1983
s. 77	s. 172.1	s. 148 prior to Jan 4, 1983
s. 78.1	s. 212(1)	s. 149 prior to Jan 4, 1983
s. 81(1)	s. 212(2)	s. 156 prior to Jan 4, 1983
s. 83.18	s. 212(4)	s. 157 prior to Jan 4, 1983
s. 83.19	s. 233	s. 153(1)(a) prior to Jan 1, 1988
s. 83.2	s. 271	An attempt or conspiracy to
s. 83.21	s. 279.01	commit any of the above listed
s. 83.22	s. 279.1	offences or an offence under s. 487.04(a)
s. 83.23	s. 348(1)(d)	s. 6 Security of Information Act
s. 151	s. 423.1	s. 20(1) Security of Information Act
s. 152	s. 431	s. 21(1) Security of Information Act
s. 153	s. 431.1	
s. 153.1	s. 431.2(2)	
s. 155	s. 467.11	
s. 163.1(2)	s. 467.12	
s. 163.1(3)	s. 467.13	

DNA Data Bank Orders – Primary Designated Offences

Section 487.04(a) (MANDATORY – NO COURT DISCRETION)

s. 212(2.1)	s. 244	s. 267	s. 273
s. 235	s. 244.1	s. 268	s. 279
s. 236	s. 245(a)	s. 269	s. 344
s. 239	s. 246	s. 272	s. 346

DNA Data Bank Orders – Secondary Designated Offences

Section 487.04

145	s. 264.1	An offence that is liable to a maximum sentence of FIVE OR MORE YEARS IMPRISONMENT, that may be prosecuted by indictment and is prosecuted by indictment
146	s. 266	
147	s. 270	
148	s. 348(1)(e)	Certain drug offences - see s. 487.04(b) (definition of secondary designated offence)
s. 160(3)	s. 349	An attempt or conspiracy to commit an offence referred to in the previous two categories of offences and that is prosecuted by indictment
s. 170	s. 423	
s. 173	s. 433 as read prior to July 1, 1990	
s. 252	s. 434 as read prior to July 1, 1990	
s. 264	An attempt or conspiracy to commit any of the previously listed offences	

January 1, 2008

Family Protection Unit – Probation Order

Accused/File:

Date:

Term of Order:

Compulsory Conditions:

1. Keep the peace and be of good behaviour.
2. Appear before the court when required to do so by the court.
3. Notify the court or the probation officer in advance of any change of name or address, and promptly notify the court or the probation officer of any change of employment or occupation.

Optional Conditions:

4. Report to a probation officer
 - (a) forthwith (24 hours/48 hours/_____ hours from release), and
 - (b) thereafter, when required by the probation officer and in the manner directed by the probation officer.
5. Remain in the jurisdiction of the court unless written permission to go outside the jurisdiction is obtained from the court or the probation officer in advance.
6. Abstain from
 - (a) the consumption of alcohol or other intoxicating substances, or
 - (b) the consumption of drugs except in accordance with a medical prescription.
7. Provide a sample of breath, blood or urine to the probation officer and/or a peace officer on reasonable suspicion that you have consumed alcohol or non-prescription drugs.
8. Abstain from owning, possessing or carrying _____ any weapon.
_____ a restricted weapon.
_____ a prohibited weapon.
_____ ammunition.
_____ other.
9. Provide for the support and care of dependants.

16. Make restitution in the sum of \$ _____ to _____, payable to the Clerk of the Court as follows:

(a) full payment by no later than _____.

(b) installments _____.

Such payment(s) are to be made no later than one month prior to the expiry of this probation order.

17. Refrain absolutely from engaging in or attempting to engage in any activity with any person under the age of _____ (14/16/18) years.

18. Refrain absolutely from being present in (or within 100 meters of) any public park, public swimming area, daycare centre, school ground, play ground, or community centre where one might reasonably expect children under the age of _____ (14/16/18) years to be present.

19. Refrain from entering any home which is the residence of any child under the age of _____ (14/16/18) years, unless in the immediate presence of an adult guardian, or parent of such child.

20. Not to possess any electronic equipment, computer, computer function, computer record, computer disk, CD Rom, floppy disc, or any other electronic media, which has the capability of storing or viewing child pornography or other pornographic material.

21. Not to possess any child or other pornography whether it be on paper, video or audiotape, or computer disc or hard drive, or other electronic media.

22. Not to enter into any personal or romantic relationship, cohabitation, marriage or common-law relationship with a woman who is a mother to children under the age of _____ (14/16/18) years.

23. Retain a copy of this Probation Order on your person at all times, and provide it upon request to any peace office with whom you may come into contact.

WHY PREPARE A VICTIM IMPACT STATEMENT?

1. **For yourself:** The Victim Impact Statement provides you with an opportunity to describe how you have been affected by the crime.
2. **For the Court:** If a charge is laid and the accused person is found guilty, your Victim Impact Statement will be considered by the Judge at the time of sentencing. Your Victim Impact Statement will help the Court understand how the crime has affected you emotionally and physically, and the effect the crime has had on your life.

WHAT YOU CAN AND CANNOT INCLUDE IN A VICTIM IMPACT STATEMENT

1. What you CAN include in your Victim Impact Statement:

- How the crime has affected you emotionally.
- How the crime has affected you physically.
- The effect the crime has had on your life.

2. Do NOT include:

- Information or evidence about the crime or how the crime occurred. This information will have been in the Witness Statement you gave to police. When your Victim Impact Statement is considered by the Court, the accused person will already have been found guilty.
- Criticisms about the accused person's character.
- Your recommendation as to the type of sentence or the severity of punishment the accused should receive.

If your Victim Impact Statement contains any of the above, the Court may not consider it.

3. Please remember:

- The offender will have the opportunity to read your Victim Impact Statement at the sentencing hearing. Do not include anything that you do not want the offender to know.
- The Victim Impact Statement does not deal with financial loss. Please contact Victim Services for information about how to request restitution. If you suffered injury as a result of the crime, please ask Victim Services for information about the Financial Benefits Program.
- Sentencing can occur at any time. To ensure your Victim Impact Statement is available to the Court in time to be considered during sentencing, please deliver or mail it to the courthouse as soon as possible.

HOW TO SUBMIT YOUR VICTIM IMPACT STATEMENT

1. First, notify Victim Services that you intend to prepare a Victim Impact Statement. Victim Services can assist you and will alert the Court to watch for your Victim Impact Statement.
2. Once you have completed your Victim Impact Statement, sign it and put it in the blue Victim Impact Statement envelope.
3. Seal the blue Victim Impact Statement envelope.
4. On the outside of the blue Victim Impact Statement envelope, check the box that indicates whether or not you wish to read your Victim Impact Statement in Court.
5. Put the sealed blue Victim Impact Statement envelope inside the white return envelope that has a Courthouse address pre-printed on it.
6. Deliver the white return envelope to the nearest courthouse location, or mail it to the address stamped on the envelope.

You may wish to make a copy of your Victim Impact Statement to keep for your records.

SENTENCING CHECKLIST – ADULTS
(Current to July 18, 2012)

A. PRE-IMPOSITION OF SENTENCE

1.	<input type="checkbox"/>	Victim Impact Statements <input type="checkbox"/> The Court shall inquire into whether the victim has been advised of the opportunity to prepare a victim impact statement – s. 722.2
2.	<input type="checkbox"/>	Opportunity of Offender to Speak to Sentence <input type="checkbox"/> The court shall ask whether the offender has anything to say - s. 726
3.	<input type="checkbox"/>	Mandatory Aggravating Factors a. <input type="checkbox"/> General aggravating factors - s. 718.2 b. <input type="checkbox"/> Driving offences - a reading of over 160 mg% - s. 255.1 c. <input type="checkbox"/> Criminal harassment - s. 264(4) d. <input type="checkbox"/> Offences under s. 279(2), s. 343, s. 346, and s. 348 committed in relation to a dwelling house - s. 348.1 e. <input type="checkbox"/> Fraudulent transactions – s. 380.1(1)

B. DNA

4.	<input type="checkbox"/>	Primary Designated Offence (s. 487.04) <input type="checkbox"/> The Court shall order a mandatory DNA sample – ss. 487.051(1) and 487.04 (a)(i) to (xvi), (a.1), (b), (c), (c.1) and 9d)
5.	<input type="checkbox"/>	Primary Designated Offence (s. 487.04) <input type="checkbox"/> The Court shall order a DNA sample – s. 487.051(2) and 487.04(a)
6.	<input type="checkbox"/>	Secondary Designated Offence (s. 478.04) <input type="checkbox"/> The Court may order a DNA sample - s. 487.051(3)

C. SEX OFFENDER INFORMATION REGISTRATION ACT

7.	<input type="checkbox"/>	Sex Offender Information Registration Act (s. 490.012): see SOIRA Handbook and SOIRA Orders Practice Protocol <input type="checkbox"/> Mandatory designated sexual offences – ss. 490.011(1)(a), (c), (c.1), (d) or (e) <input type="checkbox"/> Offences committed with the intent to commit a sexual act – ss. 490.011(1)(b) or (f)
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SENTENCING CHECKLIST – ADULTS (cont.)
(Current to July 18, 2012)

D. MISCELLANEOUS SENTENCING ISSUES AND OTHER MATTERS

8.	___	Victim Surcharge – s. 737
9.	___	Eligibility for Parole
	a. ___	Minimum life imprisonment offences – ss. 745 and 745.1
	b. ___	Other offences – s. 743.6
10.	___	Mandatory Weapons Prohibition – s. 109
11.	___	Discretionary Weapons Prohibition – s. 110
12.	___	Mandatory Driving Prohibition – s. 259(1)
13.	___	Discretionary Driving Prohibition - s. 259(2)
14.	___	Prohibition Pertaining to Sexual Offences – s. 161
15.	___	Animals Prohibition – s. 447.1
16.	___	Restitution
	a. ___	Restitution to victims of offence – s. 738
	b. ___	Restitution to persons acting in good faith – s. 739
17.	___	Forfeiture
	a. ___	Firearms and weapons – s. 491 and s. 115
	b. ___	Explosives – s. 492
	c. ___	Instruments for forging or falsifying credit cards – s. 342.01
	d. ___	Possession of device to obtain computer service –s. 342.2
	e. ___	Theft, possession of device to obtain telecommunication service – s. 327
	f. ___	Child pornography – s. 164.2
	g. ___	Hate propaganda – s. 319
	h. ___	Interception of private communications – s. 192
	i. ___	Offence-related property – s. 490.1
	j. ___	Property before the Court – ss. 491.1 and 491.2
	k. ___	Proceeds of crime - s. 462.37
	l. ___	Fraud in relation to valuable minerals – s. 394
	m. ___	Possession of stolen valuable minerals – s. 394.1
	n. ___	Obtaining carriage by false billing – s. 401
	o. ___	Trade mark offences – s. 412

E. AFTER SENTENCING

18.	___	Upon request, advise victims of crime who are not present in the courtroom of the verdict and the sentence imposed: See “Victims of Crime Protocol: Roles and Responsibilities”.
19.	___	If the crime has resulted in a death, advise deceased’s immediate family members of verdict and sentence even when no request for information has been made: See “Victims of Crime Protocol: Roles and Responsibilities”.

START DATE ~ NOVEMBER 1, 2011

CHARGE CODE: PAFVA 13.1(1)(A) #1
BREACH PROTECTION ORDER GENERAL

ACCUSED NAME, ON OR ABOUT DATE, AT OR NEAR CITY, IN THE PROVINCE OF ALBERTA, HAVING ACTUAL NOTICE OF THE PROVISION, DID CONTRAVENE OR FAIL TO COMPLY WITH A PROVISION IN A PROTECTION ORDER, TO WIT: FAILED TO ****SPECIFY BREACH****, CONTRARY TO S.13.1(1)(A) OF THE *PROTECTION AGAINST FAMILY VIOLENCE ACT*.

CHARGE CODE: PAFVA 13.1(1)(A) #2
BREACH PROTECTION ORDER NO CONTACT

ACCUSED NAME, ON OR ABOUT DATE, AT OR NEAR CITY, IN THE PROVINCE OF ALBERTA, HAVING ACTUAL NOTICE OF THE PROVISION, DID CONTRAVENE OR FAIL TO COMPLY WITH A NO COMMUNICATION OR NO CONTACT PROVISION IN A PROTECTION ORDER, TO WIT: COMMUNICATED WITH OR CONTACTED ****NAME OF VICTIM****, CONTRARY TO S.13.1(1)(A) OF THE *PROTECTION AGAINST FAMILY VIOLENCE ACT*.

CHARGE CODE: PAFVA 13.1(1)(A) #3
BREACH PROTECTION ORDER AREA RESTRICTION

ACCUSED NAME, ON OR ABOUT DATE, AT OR NEAR CITY, IN THE PROVINCE OF ALBERTA, HAVING ACTUAL NOTICE OF THE PROVISION, DID CONTRAVENE OR FAIL TO COMPLY WITH AN AREA RESTRICTION PROVISION IN A PROTECTION ORDER, TO WIT: ATTENDED AT, ENTERED, OR WAS WITHIN, ****SPECIFY AREA****, CONTRARY TO S.13.1(1)(A) OF THE *PROTECTION AGAINST FAMILY VIOLENCE ACT*.

CHARGE CODE PAFVA 13.1(1)(B) #1
OBSTRUCT

ACCUSED NAME, ON OR ABOUT DATE, AT OR NEAR CITY, IN THE PROVINCE OF ALBERTA, HAVING ACTUAL NOTICE OF THE PROVISION, DID OBSTRUCT OR INTERFERE WITH A PERSON EXERCISING A RIGHT OR A POWER OR CARRYING OUT A DUTY OR FUNCTION UNDER A PROVISION OF A PROTECTION ORDER CONTRARY TO S.13.1(1)(B) OF THE *PROTECTION AGAINST FAMILY VIOLENCE ACT*.

Family Violence Investigation Report

Instructions: Obtain information within first 12 hours of investigation from CPIC, Complainant, Witness, etc. Use the “Officer’s Notes” for preparing police report. * INFORMATION REQUIRED FOR BAIL HEARING**



Family Violence Investigation Report

Instructions: Obtain information within first 12 hours of investigation from CPIC, Complainant, Witness, etc.
Use the additional details for preparing police report. *** INFORMATION REQUIRED FOR BAIL HEARING

Date completed:		Investigating Officer:	
Agency:		File #:	
Complainant:		Suspect:	
1. Suspect’s Criminal History Does the suspect have a history of investigations, charges or convictions for violence and/or sex assaults?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, explain:
2. Suspect’s Previous Domestic Violence History Is there a history of violence or abusive behaviour in the relationship or with a previous intimate partner?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, explain:
3. Complainant’s Perception of Compliance Does the complainant believe the suspect will disobey terms of release (eg. no contact conditions)?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, explain:
4. Complainant’s Perception of Safety Does the complainant fear for their safety or further violence to themselves, their children or others?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, who and what is the basis of their fear?
5. Alcohol/ Drugs Does the suspect have a history of drug or alcohol abuse?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, explain:
6. Mental Health Does the suspect have history of mental issues or illness, personality disorders, types of depression, or mental health concerns?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, please describe and list any medication and/or diagnosis if known
7. Suicidal Ideation Has the suspect threatened or attempted suicide?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	*** If YES, when and how?
8. Current Status of Relationship Is there past, recent, or pending separation in the relationship? What is the current status?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain: Current status of relationship:
9. Escalation in Abuse Is there escalation in the frequency/severity of violence or abuse towards the complainant, children, family members, others persons, or animal(s)?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, when and explain
10. Children Are there children from the relationship, or from the complainant, or perpetrator only?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	Child 1 NAME: Date of Birth/Age: Parents/Guardian: (Bio/Step/Other) Custody/Access:

If YES, was Human Services Notified? YES <input type="checkbox"/> NO <input type="checkbox"/> ** Provide details of children at right**			Child 2 NAME: Date of Birth/Age: Parents/Guardian: (Bio/Step/Other) Custody/ Access:
			Child 3 NAME: Date of Birth/Age: Parents/Guardian: (Bio/Step/Other) Custody/ Access:
11. Threats Has the suspect ever threatened to kill or harm the complainant, a family member, children, another person, or animal(s)?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
12. Firearms Does the suspect have access to firearms?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, provide details:
13. Use of Firearms and Other Weapons Has the suspect used or threatened to use a firearm or any other weapon against the complainant, family member, children, other person, or animal?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
14. Court Orders Are there any court orders in place? (CRIMINAL, FAMILY, and CIVIL) Has suspect ever violated a court order(s) in the past?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, list any court order(s) and past violation(s):
15. Employment Is the suspect unemployed or experiencing employment or financial difficulties?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
16. Forced Sex Acts or Activity Has the suspect ever forced any sexual act or activity on the complainant?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
17. Infliction of Pain or Incapacitation Has the suspect ever strangled, choked, suffocated, or inflicted other pain towards the complainant against their will? (eg. biting) Has the suspect ever drugged the complainant?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, provide details:
18. Stalking Has the suspect displayed jealous behaviours, stalked or harassed the complainant or any other person?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
19. Barriers Are there any immigration, cultural or language barriers, medical health concerns, or special needs affecting the complainant, children, or suspect?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	If YES, explain:
20. Any Other Relevant Information (eg. complainant socially/physically isolated; unwilling to leave the home; problems caring for dependants, etc...)	NO <input type="checkbox"/>	YES <input type="checkbox"/>	PLEASE explain:
IF: SAFETY OF COMPLAINANT AND/OR CHILDREN IS A CONCERN, ALSO CONSIDER AN "EMERGENCY PROTECTION ORDER" PROVIDED FOR IN THE PROTECTION AGAINST FAMILY VIOLENCE ACT. ALSO, HAVE YOU MADE A REFERRAL TO VICTIM SERVICES?			

Rationale of Family Violence Investigation Report Questions:

#1: Suspect's Criminal Violence History

Rationale:

- Individuals having a history of violence are at a significantly greater risk to engage in future violence than those individuals with no prior history. Individuals who are violent both in and out of the home engage in more frequent and more severe spousal violence than do other spouse assaulters. (Kropp et al., 2008)
- The best reliable predictor of future violent behaviour continues to be past violence and the probability of future violence rises sharply with each previous violent offence.

2: Suspect's Previous Domestic Violence History: Is there a history of violence or abusive behaviour in the relationship?

Rationale:

- While an incident of domestic violence may be described as isolated by victim and abuser, a victim's initial contact with the criminal justice system rarely occurs after the first or second incident of violence or abuse. Typically, the criminal justice system does not become involved until the pattern of abuse is well established and the level of violence has increased.
- Individuals who have demonstrated assaultive behavior in either past or current relationships are at risk to commit future acts of violence towards their spouse. (Kropp et al., 2008)

#3: Complainant's Perception of Personal Safety

Rationale:

- Victims may minimize, misinterpret, or deny risk factors. However, victims are also in the best position to assess the danger posed by their abuser. (Agar, S., 2003)

#4: Complainant's Perception of Future Violence

Rationale:

- Victims are keenly attuned to the signals that indicate violence is about to occur. Their assessment of their situation is borne of experience and is worthy of consideration with respect to implications for behaviour including aggression and stress response.

#5: Alcohol/Drugs

Rationale:

- These chemicals depress the inhibitive mechanism in the brain and increase the likelihood that violence will escalate by the abuser and that the victim will be more seriously injured at the time of the assault. The highest incidence of substance abuse by abusers was documented in a population of victims most severely injured during the abusive episode. Substance abuse is related to criminality and recidivism in general. Alcohol abuse is considered one of the prominent risk factors for domestic violence. (Kropp et al., 2008)
- The combinations of anger, impulsiveness, and alcohol abuse are predictive of an elevated risk for violent criminal behavior. (Kropp et al., 2008)

#6: Mental Illness

Rationale:

- The Ontario Domestic Violence Death Review Committee has found that mental illness is a very important indicator of risk.
- Persons experiencing severe or prolonged depression often feel hopeless. This increases risk of suicide as well as homicide.

- Persons with other severe mental illnesses such as schizophrenia or paranoia who are untreated or non-compliant with treatment may respond to delusions or hallucinations.
- Individuals with Major Mental Illnesses may have an increased probability and
- likelihood for committing violence. (Kropp et al., 2007)

#7: Suicidal Ideation

Rationale:

- Threats of suicide indicate a high risk as the abuser may feel there is nothing to lose by taking others with him/her.
- Suicidality may be indicative of a desperate crisis situation for an offender. It has been noted that offenders often report experiencing suicidal intent prior to committing murder. (Kropp et al., 2008)
- Suicidal risk is high if the abuser has made an attempt or has access to lethal means.

#8: Current Status of the Relationship: Is there past, recent or pending separation in the relationship?

Rationale:

- The risk of violence and murder is more likely to occur in the context of a separation or divorce, and, with respect to males who assault their spouse, one of the highest periods of risk is when the male is separated from his intimate partner but wants to renew the relationship. (Kropp et al., 2008)
- The abuser may increase the number and severity of the assaults because he/she fears abandonment or anticipates separation even before the victim reaches such a decision. Another situation that increases the risk of violence is when the victim is separated from the partner but the abuser wants to renew the relationship. It is also clear that the decision to leave a relationship usually precedes physical separation. Once the decision to leave is communicated to the partner the victim also faces an elevated risk of lethal violence while they live together prior to separation.
- Offenders may escalate their violence to coerce a victim into reconciliation or to retaliate for the victim's perceived rejection or abandonment of the offender. The offender sees this betrayal as a means of justifying the escalation of abuse.
- Offenders that are faced with any change in access to the "children in common" could perceive this as an infringement of their rights and are more likely to engage in more severe spousal violence in order to try to regain control of the situation.

#9: Escalation in Abuse

Rationale:

- An increase in the intensity or frequency of domestic violence suggests that, as in the rationale for Question #1, the abuser's perceived loss of control for any number of reasons, prompts further violence in efforts to regain that power and control. "A pattern of recent escalation in the frequency or severity of assault is associated with

imminent risk for violent recidivism.” (Kropp et al., 2008)

#10: Children Exposed

Rationale:

- Children living with domestic violence, whether they experience the violent incident or are exposed to violence simply by being in the environment, are at increased risk of experiencing neglect as well as emotional, sexual or physical abuse. Evidence shows that these experiences may influence victims’ lives well into their teen and adult years.
- Recent research has revealed that brain development may be compromised when children are exposed to traumatic stimulation – the neural pathways that control the brain’s response and what is being sensed is affected. There are implications for behaviour including aggression and stress response.

#11: Threats

Rationale:

- Homicidal ideation may be indicative of the imminence, likelihood, and severity of future violence. (Kropp et. al. 1995)The use of threats of death that cause fear in victims is associated with increased risk for future violence. (Kropp et. al. 2008)

#12 & #13: Firearms and use of Firearms and other weapons

Rationale:

- Use of firearms and the threat to use these firearms within the context of domestic violence is an indicator for future violence.
- It is important to note that “weapons” includes knives, baseball bats, and other household objects that are used to injure victims.
- Victims of domestic violence are often knowledgeable about the existence of the weapons and where they are located.
- Having easy access to weapons is a strong concern for high risk especially if the individual has indicated suicidal or homicidal ideation.
- The use of weapons and threats of death that cause fear in victims are associated with increased risk for future violence. (Kropp et. al. 2008)
- The past use of weapons is associated with more severe future violence.
- The danger of firearm possession in relation to threats involving weapons is an important safety consideration.

#14: Court Orders

Rationale:

- Violation of court orders is a strong indicator that the suspect has poor judgment and little regard for externally imposed controls, thus presenting as a serious threat to the victim’s safety.
- Individuals who violate the terms of conditional release or community supervision are more likely to recidivate and are at an increased risk for future violent acts than

other offenders. (Kropp, et. al. 2008)

- Studies show that individuals who violate conditions of “no contact” orders may be at an increased risk for criminality and violence. (Kropp, et. al. 2008)

#15: Employment Instability

Rationale:

- Unemployment is associated with an increased risk for general recidivism and unemployed offenders are more likely to recidivate violently. (Kropp et. al. 2008)
- One 1993 study showed that men who recidivated violently during the course of the 7 year study had spans of employment 50% shorter than their matched counterparts. (Harris et al., 1993)

#16: Forced Sex

Rationale:

- Sexual assault is perhaps the most powerful way to exert control over a partner. Having this little regard for one’s partner presents obvious concerns for risk of future violence.
- Men who have sexually assaulted are at greater risk for violent recidivism. (Kropp et al. 2008)
- This information is rarely volunteered by the victim so it is an important question to ask. Difficult as the question may be to ask, it gives the victim permission and an opportunity to disclose this information.

#17: Strangling, Choking or Biting

Rationale:

- These are singular precursors of potential for a lethal and imminent escalation in violence.

#18: Stalking

Rationale:

- Stalking/criminal harassment behaviours such as making harassing phone calls, watching, following, sending repeated unwanted letters or gifts, are all red flags and important considerations when assessing risk.
- Typically, the rejected partner begins to stalk after their partner has attempted to end the relationship, or indicated that they intend to end the relationship. The overt aim of the stalking is either to attain reconciliation or to exact revenge for the rejection. In practice, the stalker may frequently entertain a mixture of both of these goals, with the dominant motivation shifting with circumstances and the ex-partner's responses. The rejected stalker can be among the most persistent and intrusive of stalkers. For those stalkers who cannot abandon the hope of restoring the relationship the harassment at least provides some semblance of a connectedness to the lost partner. (Mullen et al. 2000)

#19 and #20: Barriers and Other relevant information

Rationale:

- Enforcing control over the victim's social life, occupation and finances are risk factors. The suspect may be an important member of a close-knit community, have possession of the house, provide income for the family, etc.
- Attitudes that support or condone violence towards an intimate partner include male prerogative (chauvinistic, patriarchal attitudes), misogynistic attitudes (hatred or dislike of women/girls) and/or the use of violence to resolve conflict. These attitudes often co-exist with the minimization/denial of wife assault and are associated to an increased risk for both violent recidivism and the lethality of the violence. (Kropp et al. 2008)
- Jealous and obsessive controlling behaviours are consistent with the personality common to many domestic abusers. Men who have demonstrated sexual jealousy are at greater risk for violent recidivism. (Kropp et al. 2008)
- Pregnancy is a very high risk time.
- Cultural beliefs that place a high value on family honour, male status/privilege, extended family and community acting on behalf of the perpetrator and/or a sub cultural/religious environment may not support victims coming forward about domestic violence.
- The victim may have serious problems with the availability, appropriateness, or affordability of advocacy, health care, legal, or social services that could enhance the victim's safety or security. (Kropp et al. 2008)
- The victim may have serious problems providing for the safety and well-being of vulnerable people, regardless of age, for whom the victim has, or shares, primary caretaking responsibility. (Kropp et al. 2008)

Safety Planning

- **Victim safety planning**
Are there strategies or processes that could be utilized to increase the safety of the victim, and strengthen abilities to monitor and evaluate situations of risk?
- **Risk Monitoring**
Re-evaluation will enable police member to continually assess any changes in risk, eg: interviews with suspect, interviews with victim, home visits, warning signs, major life events, etc.
- **Limitations on suspect**
Supervision or surveillance strategies necessary, as well as restrictions on activity, association, or communication, ie- no contact, no weapons, no alcohol/drugs, reside as directed, Emergency Protection Order, remand, etc.
- **Immediate Action**
Does the person pose imminent risk, and/or are there preventive steps to be taken? Eg: Arrest, hospitalization, counseling, etc.?

Alberta Police Services and Women’s Shelters Working Relationship Guidelines

A shared reference that provides information (*guidelines/best practices*) on the roles and responsibilities of Alberta Police Services and Women’s Shelter staff when working with individuals and families requiring the services of a women’s emergency shelter.

September 2013

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Note: This document is in a format that recognizes women as the individuals primarily served by women’s emergency shelters. In those situations and communities where services are made available to male clients, the language in the template may be adjusted to best reflect the services offered and population served in that community.

PREAMBLE

In the interest of victim safety, police and shelters should consider the following details contained in these guidelines.

Vision:

Client-centred services that meet the needs of those requiring services from a women's or seniors' shelter.

Purpose:

To create a template communities can use to build and enhance collaboration between police services and shelters for abused women and seniors.¹

Principles:

- Consistency (Province-wide)
- Safety and Security
- Accountability
- Trust
- Partnerships
- Mutual Respect
- Communication
- Flexibility (creativity) – adaptable

History:

In 2002, a number of widespread issues were identified in regards to the relationship of women's shelters in the province with the Royal Canadian Mounted Police (RCMP). As a result, a Memorandum of Understanding (MOU) between the RCMP, the Alberta Council of Women's Shelters (ACWS) and Alberta Children's Services² was developed. The MOU was designed to "promote a positive, co-operative working relationship, to clarify roles and expectations and to facilitate communication in order to better meet the needs of victims of family violence."³

¹ ACWS is comprised of 43 member organizations; two which provide residential services to abused seniors (male and female), 40 which provide residential services to abused women, and one which provides residential services to abused women and men.

² This department is now known as Human Services.

³ From the Purpose and Objective of the MOU.

This framework encouraged the creation of local committees, stronger working relationships and resulted in creative local solutions and initiatives. Many shelters and detachments established Local Working Agreements. “One on one” local relationships were built with increased open communication and clear expectations of each partner. The MOU did not include municipal or other police services, some of which had developed protocols with their local shelter(s).

The MOU expired in March 2009 and a series of discussions occurred with respect to how to best support strong working relationships between all police services and members of the Alberta Council of Women’s Shelters. This document is the result of a collaborative effort to develop guidelines for police services and shelters in order to understand the roles, working relationships and expectations within each of those roles.

Definitions:

Victim/Client: These terms, used interchangeably throughout this document, refers to those harmed by family violence (including children). Other words that police services and shelters use may include woman, survivor, shelter resident, etc.

Players and Description of Services:

- **Alberta Supports:** refers to supports for Albertans fleeing abuse. Albertans can receive help 24 hours a day, 7 days per week through Alberta Works, if the program’s eligibility criteria are met.
[http://www.employment.alberta.ca/documents/RRM/RRM-PUB fs supports fleeing abuse.pdf](http://www.employment.alberta.ca/documents/RRM/RRM-PUB_fs_supports_fleeing_abuse.pdf).
- **Policing Services:** refers to RCMP, First Nations’ Police and Municipal Police services, in Alberta.
- **Victim Services:** refers to fully trained local coordinators and volunteer victim advocates who provide frontline service to victims of crime. Victim Services Units (co-located within police services across Alberta) provide practical emotional support, information about a victim's case and criminal justice proceedings, information about medical, legal and social services available, referrals to other community agencies, as well as court room orientation and accompaniment. These programs also provide victims with information about the Victims of Crime Protocol, the Victim Impact Statements Program, the Request for Restitution Program, and applying for the Victims of Crime Financial Benefits Program.
- **Women’s Shelter:** refers to any shelter (including emergency, second-stage and seniors) in Alberta that offers a safe and supportive place for people to stay when fleeing domestic violence. Each shelter is unique and offers a wide range of services, such as safety planning, risk assessment, crisis lines, outreach, advocacy, children’s programming, court support, and community referrals. Women do not have to stay in the shelter to receive shelter services. A directory of Women’s Shelters in the province and the services they offer can be found at <http://www.acws.ca/shelters>.

Note: No one in need is turned away from a women’s shelter without help, and there are other resources that may be available for those who are unable to, or choose not to, stay in a shelter.

A. REFERRAL AND ADMISSION TO SHELTERS

POLICE SERVICE

- Is medical attention required? If so, police should encourage the individual to seek medical attention and may request an ambulance, if required.
- Ask “Do you want support from a shelter?”
- Provide information on what a shelter is and answer any questions, as necessary. Encourage contact with a shelter to determine desired support. Police may reference the information sheet provided by the local women’s shelter, the ACWS web-based map of shelters in Alberta <http://www.acws.ca/shelters>, or the ACWS Compendium of Services, which can be provided to police by the shelter.
- Is an interpreter required?
- Police member will call the shelter, identify him/herself and provide their name, badge number, and Division, along with name of the victim. Police member may ask shelter staff to speak briefly with victim, subject to the availability of a phone at the scene.
- Police member explains he/she has just attended a domestic violence call; briefly describes the circumstances, gender and ages of children, etc., and asks if there is space.
 - Information that is helpful to the shelter regarding the circumstances include:
 - any elevated risk factors (firearms, current status of abuser, level of impairment, if the person is the victim or the abuser, etc.);
 - health-related factors; and
 - provide information on any conflict of interest (*small town/potential of relationships*).
- Police shall offer Victim Services (using the Victims of Crime Protocol: Roles and Responsibilities, section A).
- Police Dispatch or Victim Services may be directed to contact the shelter. In these cases, they may have limited information about the circumstances of the incident, but the first and last names will always be provided to the shelter.
- Police identify need for transportation and work with community resources to address it.

SHELTER

- ▢ Shelter provides information to the police (information sheet) of services provided to assist police in explaining supports available through a women’s shelter.
- ▢ Shelter staff should immediately be able to determine if there is adequate space. If no space is available, the shelter will work with police to identify other options and community services (Alberta Works 1-866-644-5135 may be an option). There may be special circumstances/reasons to deny entry.
- ▢ Develop a local protocol to address admitting process to the shelter when there is police involvement.

Shelter staff will work with police to keep accurate records, providing the police member their name and note the time of the call.

- There are situations in which a shelter may be unable to accept an individual. These situations include, but are not limited to:
 - medical issues: quarantine within shelter due to specific disease or, specific medical condition of individual or children;
 - lack of space;
 - previous history with that particular individual;
 - close proximity of abuser's home;
 - compromised safety of existing client; or
 - proximity of incident to shelter's location.

B. CHANGE OF CONTACT INFORMATION

POLICE SERVICE

- Understand that the victim may or may not be in the shelter when they need to contact them. Keeping police informed of any change in address or phone number is the responsibility of the victim and shelter staff cannot force a victim to call the police.

SHELTER

- Strongly encourage the victim to inform the police of any change in address or phone number.
- Cooperate to the extent possible in assisting the police to contact the victim.

C. RETRIEVING BELONGINGS

POLICE SERVICE

- Be prepared to attend a residence to ensure a peaceful entry, if either the offender or the victim returns to take possession of personal belongings and concerns for safety exist. When peaceful entry of the residence cannot be achieved or either party contests the removal of certain property, the attending officer will advise those involved of the necessity to seek a civil remedy.
- Attempt to accommodate the request within a reasonable amount of time.

SHELTER

- Explain the process, including:
 - a key to the dwelling is beneficial;
 - children will not be taken to the residence. The shelter will assist with arranging childcare;
 - only personal belongings such as identification, medication, clothing or photographs will be retrieved;
 - a list of belongings can expedite the process;
 - there may be a delay until there are police resources available; and

- if the partner or designate refuses entry, police will mediate as part of keeping peace, but will not force the entry as this becomes a civil issue.
- ☐ Whenever possible, shelter and/or client will make arrangements for transportation of woman and belongings.
- ☐ Shelter to advise of the address to the police station nearest to the residence. Arrangements can then be made regarding retrieval.
- ☐ Shelter staff should call Police Dispatch prior to leaving in order to get an approximate time before police arrive.
- ☐ It is recommended the retrieval of belongings be done in the morning, as police tend to be less busy during this time period.

D. INTERVIEWING

POLICE SERVICE

- ☐ Ensure that an unbiased interpreter is present for the interview, when required.
- ☐ Attempt to schedule the interview, at a mutually agreeable and comfortable location (e.g., in a police facility, in the shelter, or another community resource). In most cases; however, the interviews will take place at a police facility.
- ☐ Police will initiate contact to make arrangements for the interview.

SHELTER

- ☐ Shelter staff requires advance notice, when possible, to plan for the interview within the shelter facility.
- ☐ Shelter staff will inform client of the interview, as well as the staff person who will be on shift at the time of the interview.
- ☐ Make private meeting space available.
- ☐ If, under exceptional circumstances, the police are unable to speak with the client directly, the shelter will relay the suggested time and date of interview. Shelter staff should encourage the client to call back and confirm. In these cases, in a follow-up telephone call by the police, the location and availability of the client will be confirmed.
- ☐ Shelter staff may accompany the client to the interview, if requested. If shelter staff attends a police interview, they must be aware that their attendance may be required at court (i.e., they could be subpoenaed as a witness). It is generally recommended that shelter staff do not sit in on the interview.

E. POLICE PROCEDURES

i. Serving Documents

POLICE SERVICE

- ☐ A Police Officer/Peace Officer may be required to deliver or "serve" a subpoena or summons to someone in a shelter.
- ☐ A Police Officer/Peace Officer shall identify herself/himself in an appropriate manner when requested.

- ❑ Not all Peace Officers will necessarily have badges; however, all Police Officers/Peace Officers will have identification cards, confirming their position and employer, which can be provided upon request.
- ❑ It is recommended that the police call the shelter first (stating the process, ID/badge number, Station number and file number) to determine that the individual(s) named in the document is residing at the shelter. This is preferable as a Police Officer/Peace Officer arriving unannounced can cause panic as the clients do not know what to expect.
- ❑ If an interpreter is required, one will be provided by an independent source, other than the parties involved. Children, relatives or neighbours will not be used as interpreters.

SHELTER

- ❑ While shelter staff may not be able to confirm the location of a client, they will not willfully interfere with police serving a legal document.
- ❑ The shelter will provide a safe haven to support, protect and advocate, as well as assist women with appropriate services and institutions.
- ❑ The shelter staff will understand that the police member serving documents may or may not know the details of the case.
- ❑ The shelter develops a policy for handling police contact and for advising the woman about the subpoena/summons.
- ❑ Shelter staff assist in explaining the documents and work with Victim Services to explain how the Criminal Justice System works.
- ❑ Advise client of the name and phone number of the police member trying to serve documents. The client will be instructed to phone the police member to make arrangements for service. The shelter staff will then confirm with the police member that the message was relayed. A warrant may be issued (Section 698, Criminal Code of Canada) for evading service or non-attendance, once served.
- ❑ Shelter staff will encourage the woman to provide a forwarding address to the police.

ii. Laying Charges

POLICE SERVICE

- ❑ In order to conduct a thorough investigation, police should endeavor to collect all available evidence.
- ❑ The absence of visible external injury does not mean that the victim has not been assaulted (more detail on police role is available in the Alberta Domestic Violence Police Guidelines).
- ❑ Police will arrest/charge when sufficient evidence exists to indicate that an offence has been committed and should proceed according to the Alberta Domestic Violence Police Guidelines.

iii. Photographing Victims

POLICE SERVICE

- ❑ It is the responsibility of police to obtain initial photos in a timely manner. For follow-up on injuries, shelter staff will encourage the client to contact police.

- If the injuries of the victim are under clothing, and in or near a sensitive area, it is recognized by the police service that photos should be taken by a police member of the same gender as the victim. The victim can also express their gender preference.

SHELTER

- Shelter staff should, if at all possible, call police to take photographs of injuries. In the event that police are not immediately available and shelter staff choose to take pictures of the victim's injuries, please consider the following:
 - a record should be kept of who took the photograph;
 - the date, time and location of the photograph should be noted;
 - as soon as is possible, shelter staff should obtain consent from the victim to turn photographs directly over to police. Staff should ensure that any information that is extraneous to the investigation, or which would provide the offender with information about the victim, is vetted to ensure safety; and
 - although rare, there may be instances where the shelter staff is required to testify as to the identity of the victim.

F. MISSING PERSONS REPORTS

POLICE SERVICE

- Priority for the police is to follow up on a missing persons report and confirm that the individual is safe.
- Suggested wording for police response on supplementary reports should be wording to the effect that the "...missing person is a victim of domestic violence, was found and is safe."
- If the police report has to include the specific location or name of the shelter, the report will be vetted by the *Freedom of Information and Protection of Privacy Act* (FOIP) department to ensure that the information is kept confidential.
- Police will call the shelter and explain that they are following up on a missing persons report. The officer will leave a phone number where they can be reached for follow-up by the victim or the shelter staff (to confirm that this is a legitimate phone call).

SHELTER

- Priority for shelter staff is safety, confidentiality and providing a safe haven for victims of abuse.
- Shelter will notify the client if they receive a related missing persons report from the police.
- Shelter and/or the client will call the police member back as soon as possible to respond to the report.
- Shelter and/or the client may confirm over the phone that the call is regarding a domestic violence victim in the shelter.
- Face-to-face contact with the client may be required by the police in order to verify that they are safe.
- In cases where provincial fan out of information is required, the shelter director may contact ACWS for assistance.

G. SHELTER INCIDENTS

i. If a Client/Victim Does Not Return to the Shelter

- Concern for safety is paramount.
- Shelter may attempt to first make contact with the emergency contact person, provided on admission by the client, prior to calling the police.
- Where there is an immediate threat to the client's safety, staff should call 911 and explain the situation.
- For non-emergency situations, shelter staff should contact the local police service non-emergency number, giving the home address, explaining the situation and the safety concern.
- An individual does not need to be missing for a certain length of time before the filing of a missing person report.
- Staff should inform police that this is a domestic violence situation and that the victim may be in danger.

ii. Critical Incidents while at the Shelter

- Shelter to call 911 if there is an immediate threat to client or other resident's safety.
- Police and shelter are encouraged to discuss the different types of critical incidents that may occur and are of particular concern as well as the response that can be expected. Collaborative development of protocols in terms of a critical incident response may be of value in coordinating these responses.

H. SAFETY CONCERNS AT COURT APPEARANCES

If there are safety concerns in advance of a court appearance, the victim and/or the shelter staff and police will discuss concerns and possible strategies.

If there are safety concerns at the court on the day of appearance, the victim or shelter staff should notify the Sheriff in the Court Room.

I. CUSTODY AND ACCESS ISSUES: APPREHENSION OF CHILDREN

Police/Shelter Collaboration:

- When enforcing Court Orders, police and shelter staff work together in order to cause as little disruption as possible to the mother, child(ren) and other residents.
- If there is a language barrier, have an objective interpreter available.

POLICE SERVICE

- Must see a certified copy of the original Custody Order in order to be able to enforce it.
- Attempt to notify the shelter of the need for apprehension.
- Under no circumstance should the police allow the partner to accompany them to the shelter.

SHELTER

- Certain court orders may give the police and the Child Intervention Worker permission to enter and search for the children. If police have such an order, they will inform the shelter staff that they must gain access to the children and have the legal right to use force, if necessary.
- The shelter, upon receiving notice of the need for apprehension, should hold the apprehension confidential and not disclose to the client. The shelter will make the necessary arrangements for an appropriate space to facilitate the apprehension.

J. INCIDENTS INVOLVING POLICE OFFICERS

In developing the procedures and steps to be followed when a domestic violence occurrence involves a member of a police service, any procedure should, in addition to the general procedures involved in non-member incidents, reflect:

- victim safety;
- objectivity;
- accountability;
- confidentiality; and
- lack of bias towards the member.

Each agency should consider the involvement, whether it be as primary or supportive, of the respective Professional Standards Branch when investigating police members involved domestic violence incidents.

Investigations into domestic violence incidents involving members of a police service should restrict access to information about the investigation to appropriate upper police management on a “need to know” basis to protect the privacy of the victim.

The Alberta Serious Incident Response Team (ASIRT) is an independent investigative agency whose mandate is to investigate police misconduct and incidents that come within the scope of Section 46.1, *Police Act* – specifically incidents where the actions of a Police Officer cause serious injury or death or incidents of a serious or sensitive nature.

K. SHELTER AND POLICE ONGOING RELATIONSHIPS AND COLLABORATION

Police and shelter staff are encouraged to identify designated contacts to facilitate the development of area specific protocols and ongoing relationship building. These designated contacts can also be the point of contact for non-emergency situations, information gathering, complaints and invitations to meetings that support collaboration.

This document will be reviewed through the Family Violence Police Advisory Committee on an annual basis to ensure it continues to meet the needs of Police Services and shelters, in determining responses for victims with high needs and who may be at high-risk. Ongoing issues

will be reviewed on a continual basis. A provincial meeting with shelter staff and police representatives is encouraged every two years. It is recognized that often, when strong relationships are in place, less formal approaches may be taken.

The following suggestions/actions may be helpful to consider in ongoing discussions:

- Increase familiarity with each other's staff, encourage visits at staff meetings, exchange of information on issues, etc.
- Meet semi-annually to review and enhance agreements and provide further opportunities for collaboration.
- Establish a process where shelter staff and police meet informally to discuss emerging issues, successes and challenges.
- Develop a straightforward process to bring forward situations where there are problems or serious concerns. It is important to attempt to utilize all avenues to come to a negotiated resolution.
- In the event that more formality is required to address an issue or concern, consideration of the following should be given:
 - To make a formal complaint against a shelter staff member, the appropriate police members should contact the shelter staff to determine the appropriate procedures.
 - To make a formal complaint against a police member, a formal complaints procedure is in place and can be initiated at any division or police headquarters or through the Public Complaints Commission.