

Training Kit

Community Response Protocol for Sexual Assault and Domestic Violence

Introduction

The Grey Bruce Domestic Violence Coordinating Committee

- ❑ An intersector community committee with a broad membership from justice, social service, health, education, community and First Nation services.
- ❑ Effective collaboration and a proactive response to domestic violence to enhance the safety of victims, hold perpetrators accountable, increase awareness and prevent violence in families
- ❑ Founded in 1997 after the murder of May Iles in Grey County, building on the work of the Grey Bruce Family Violence Prevention Coalition (1986-1996).

What is a Protocol?



- A formal documentation of a formally planned relationship between groups of agencies or people.
- An agreement between community partners based on a common understanding of issues, values and definitions

Protocol Development

- Grey Bruce developed the first Police-Shelter Protocol in Ontario in 1994
- Need for expanded and updated DV protocol identified in 1999 as part of First Charge Intervention Project
- Preliminary DV Working Agreement drafted 2000 to include new service providers
- 2000 – 2005 new developments: DV Court process, CAS-VAW protocol, changes in community service delivery.

Protocol Development



- Sexual Assault Protocol drafted but not implemented due to service delivery changes
- Community Report Card on Domestic Violence 2004 and 2005 recommended new protocol to replace outdated documents
- 2005 funding application to Ministry of Community and Social Services for development of comprehensive domestic violence and sexual assault protocol

Protocol Development

- 2006 GBDVCC establishes Protocol Committee to develop broad community response protocol for Sexual Assault and Domestic Violence
- Review of all existing, draft and outdated protocols, best practices from other communities, needs assessment and literature review complete
- Protocol scope and framework developed
- Vision, purpose and principles developed in consultation with GBDVCC members

Protocol Development

- Draft protocol developed – consultation with GBDVCC
- Final draft completed, adopted by GBDVCC
- Training and implementation plan developed
- Protocol signing ceremony November 3, 2006
- Training and Implementation 2007-2008

Why do we need a new Protocol?

- Outlines the roles and responsibilities of all sectors involved in the response to men, women, adults and children dealing with domestic and sexual violence
- Provides a vision and unifying set of principles to guide the work of diverse service sectors and providers in Grey and Bruce
- Replaces long outdated protocols

Why do we need a new protocol?

- Information is in one document, instead of creating new protocols for each issue
- To comply with policing standards
- Tool to educate current and future service providers about how the system response works, and their part in it
- To support a service response throughout the system that respects and acknowledges the diverse needs and cultures in the region

Why do we need a new protocol?

- To support a consistent and coordinated response to victims and perpetrators (within the region, and throughout the service system)
- To support effective communication and creative problem solving between services sectors and providers
- To improve victim safety and offender accountability through a case management system

Why do we need a new protocol?

- To support a more proactive and coordinated response to potential high risk situations
- To build new relationships and ways of working between sectors and individuals that improve our community response.
- To document how we work today, so we can continue to change and move towards a community free of domestic violence and sexual assault.

Limitations

- The Community Response Protocol does not replace existing protocols (CAS-Police, CAS/VAW, Elder Abuse, etc.) which provide detailed information on sector responses.
- The information in the protocol is current today, but will change. The GBDVCC will post the most current version on the [website](#).
- Organizations are responsible for training staff in the implementation of the protocol, and downloading copies from the [website](#).

Limitations



- GBDVCC depends on community partners to support implementation and provide feedback for necessary changes and development.

Overview of the Protocol

1. ***Terms of the Working Partnership*** (Vision, Principals, language, training, information sharing, safety planning and risk assessment)
2. ***Sexual Assault Procedures*** for children and adults
3. ***Domestic Violence Procedures*** for children and adults
4. ***Case Management*** (Flow Chart, Case Management meetings)
5. ***Protocol Management*** (Role of GBDVCC. Protocol Committee)
6. ***Appendices*** (glossary, community resources, CAS processes)
7. ***Tools and Forms*** (checklists, risk assessment, release of information, case management action plan)

Section One



Our Vision

***A Community free
of sexual assault and
domestic violence***

Our Purpose



We will work towards preventing sexual assault and domestic violence in our communities by working consistently, collaboratively and inclusively with justice, social and community services to enhance the safety of victims, hold perpetrators accountable and increase public awareness.

Principles that Guide Our Work

- Choices and Options
- Accountability
- Safety
- Equality and Equity
- Prevention and Early Intervention
- Accessibility
- Commitment, Collaboration and Consistency

Coordination in Four Key Areas

1. Safety Planning
2. Risk Assessments
3. Interventions and Referrals
4. Case Management and Community Partner Meetings

Collaboration of Resources

- Joint Training and providing each other with trainers in specialty areas
- Prevention, early intervention and education programming
- Annual Community process to plan the prevention and early intervention agenda

Confidentiality and Information Sharing

- Requirement for client consent to release information
- Disclosure of information that may affect the safety of adult victims and children
- Limits of confidentiality (p.71)
- Information Sharing Procedures (with consent, without consent)

Risk Assessment

- Risk Assessment/Screening Tool for Domestic Violence (children and adults)
- CAS Ontario Risk Assessment Model (children)
- Police Standards
- Risk Assessment completed by first contact service, or by referral to police or abuse specific services
- Identified high risk situations initiate a Case Management and partner consultation process

Safety Planning

- Complete Risk Assessment with victim to inform safety planning
- Collect information from perpetrator on how he plans to keep his victim safe.
- Engage victims in creation of her safety plan
- Review her safety plan as she moves through the system
- Refer victims to police and/or abuse specific services
- Provide victims with print/on line safety planning resources
- Use Case Management for Safety Planning in high risk or complex cases.

Domestic Violence Procedures

Children

- Role of CAS
- Role of Violence Against Women Services
- Role of Police, Crown Attorney, Probation and Parole
- Role of Victim/Witness Assistance Program
- Role of Municipal Social Services

Domestic Violence Procedures

Adults

- Role of First Contact Service (checklist)
- Role of Sexual Assault & Partner Abuse Care Centre
- Role of VAW services
- Role of the Men's Program (PAR)
- Role of Police
- Role of Victim Services
- Role of Crown Attorney
- Role of Victim/Witness Assistance Program
- Role of Probation and Parole
- Role of Municipal Social Service

Case Management

Flow Chart of Services

Questions to ask and actions to complete for a consistent community response to sexual assault and domestic violence

Case Management and Community Partner Meetings

- Purpose: increased safety, planning, coordination, follow up support, perpetrator accountability, evaluation
- Procedures: when to initiate, who can initiate, adult consent, victim participation, documentation of the plan.

Protocol Management

- Role of the GBDVCC and the Protocol Committee
- Protocol review and evaluation
- Complaint procedure – resolving issues between community partners
- Annual Prevention and Early Intervention activities (joint training, report cards, research, public education campaigns)

Appendices

- Glossary of Terms (child abuse, domestic violence, etc.)
- Reference Guide to Community Resources
- CAS Investigation Process for Domestic Violence

Tools and Forms

- Domestic Violence First Contact Checklist
- Consent to Release of Information
- Limits of Confidentiality Form
- Risk Assessment/Screening Tool for Domestic Violence
- Case Management Meeting Action Plan

Training and Implementation

- Based upon a Train the Trainer approach
- Development of Train the Trainer Kit and Training Materials (December – January 2007)
- Train the Trainer Workshops in Bruce and Grey (20 participants at each) in February and March 2007
- Distribution of Training Kit and Protocol Implementation (2007 - 2008)

Thanks!

- **Protocol Working Group:** Wendy Margetts, Dan Rivett, Dave Preston, Mario Bartens, Janine Jakimiec, Anne Elliott, Connie MacKay, Colleen Purdon
- **Justine Howarth**, project consultant
- **Trainers and Workshop Participants**
- **Guelph Wellington Action Committee on Sexual Assault and Domestic Violence**
- **Grey Bruce Sexual Abuse Committee**
- Members and member agencies of **GBDVCC**
- **CAS of Owen Sound and the County of Grey**
- **Ministry of Community and Social Services**

Additional Material

- [Protocol November 2006](#)
- [Train The Trainer Kit](#)
- Sample Scenario's [1](#) [2](#) [3](#) [4](#) [5](#)
- [Tip for Trainers](#)