



# Peoria Police Department

Policy Manual

## Victim and Witness Assistance

### 336.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that crime victims and witnesses receive appropriate assistance, that they are provided with information from government and private resources, and that the agency meets all related legal mandates.

### 336.2 POLICY

The Peoria Police Department is committed to providing guidance and assistance to the victims and witnesses of crime. The employees of the Peoria Police Department will show compassion and understanding for victims and witnesses and will make reasonable efforts to provide the support and information identified in this policy.

### 336.3 CRIME VICTIM LIAISON

The Chief of Police may appoint a member of the Department to serve as the Victim Assistance Coordinator (VAC). The VAC will be the point of contact for individuals requiring further assistance or information from the Peoria Police Department regarding benefits from crime victim resources. This person shall also be responsible for maintaining compliance with all legal mandates related to crime victims and/or witnesses.

### 336.4 CRIME VICTIMS

Officers should provide all victims with the applicable victim information handouts.

Officers should never guarantee a victim's safety from future harm but may make practical safety suggestions to victims who express fear of future harm or retaliation. Officers should never guarantee that a person qualifies as a victim for the purpose of compensation or restitution but may direct him/her to the proper written department material or available victim resources.

### 336.5 VICTIM INFORMATION

The Victim Assistance Coordinator shall ensure that victim information handouts are available and current. These should include as appropriate:

- Shelters and other community resources for victims of domestic violence.
- Community resources for victims of sexual assault.
- Assurance that sexual assault victims will not incur out-of-pocket expenses for forensic medical exams (42 USC § 3796gg).
- An advisement that a person who was arrested may be released on bond or some other form of release and that the victim should not rely upon an arrest as a guarantee of safety.
- A clear explanation of relevant court orders and how they can be obtained.
- Information regarding available compensation for qualifying victims of crime.
- Notice regarding U-Visa and T-Visa application processes.

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- Resources available for victims of identity theft.
- A place for the officer's name, badge number and any applicable case or incident number.
- Information regarding the rights of victims as contained in Crime Victims' Rights (ARS § 13-4401 et seq.) and the Victims' Rights for Juvenile Offenses (ARS § 8-381 et seq.)
- A multi-copy victim rights form as mandated in ARS§13-4405 and ARS§8-386, which includes, in part:
  - The Victims' Bill of Rights under Article II, § 2.1, Arizona Constitution.
  - The procedures and resources available for the protection of a victim of domestic violence specifically set forth in ARS 13-3601.
  - The availability, if any, of crisis intervention services and emergency and medical services and, where applicable, that medical expenses arising out of the need to secure evidence may be reimbursed pursuant to ARS § 13-1414.
- Contact information for the local Crime Victim Compensation Board (ARS§41-2409).
- Information for domestic violence victims as to where the victim may verify the registration and conditions of a release order of the arrestee (ARS § 13-3624).
- An explanation of court-ordered victim restitution.
- Contact information for the Arizona Attorney General's Office of Victim Services.

### **336.6 WITNESSES**

Officers should never guarantee a witness' safety from future harm or that his/her identity will always remain confidential. Officers may make practical safety suggestions to witnesses who express fear of future harm or retaliation.

Officers should investigate allegations of witness intimidation and take enforcement action when lawful and reasonable.