

If you suspect that someone is being emotionally, physically, or sexually abused or is a victim of domestic violence (DV) you should:

Assess

1. How old are they? If the victim is under 18 or over 65 you MUST make a report even if they don't want you to. If the victim is between 18 and 65 then it is their choice if they make a report.
 2. Ask, "what is happening?" "How did you get that bruise?"
 3. Make sure you are asking in a safe place, away from the suspected abuser and tell them you are asking to provide help, you are a safe person to disclose to. DO TELL THEM YOU ARE A MANDATED REPORTER (appropriate disclosure)
 4. Ask "when did this happen?" "How many times?" "Are you currently fearful?" "Do you have a safe place to go to?" If something that a police report will need to be filed only get what information you need to provide safety. They will have to tell their story at least one more time if not more to the police and you don't want to overwhelm them.
 5. If wanting to report or if you MUST make a report call DSS (if caretaker) or law (from person not in their home) of the county they (survivor) live in. It is best if you call with the person there with you on speakerphone so that you can do the process together this helps keep the therapeutic relationship. Stay with them till the DSS officer takes over. If on weekends, holiday or after hours. You may have to call the hotline, leave your number and get a call back. DON'T leave the person during this time stay with them help them to be calm. Use your fidget tools etc.
 6. If an adult and they don't want to make a report. Offer family abuse services crisis line number 336 226-5985, and any other lines that may be helpful. Family abuse services has a support group and can help if someone wants to leave a DV relationship. Also you can go to a computer and go to the national DV web page and help them make a plan. This is a safe web site that can be concealed and quickly exited if needed, (the abuser walks in). REMIND them that the time when a person leaves a DV relationship is the most dangerous and most persons are killed during this time. Leaving should be carefully planned.
4. Call Angela and let them know what happened.

Document

1. Document date and time as well as any assessment peoples names you spoke to (time of conversation) these often go for an hr or two so document what time each stage took place.
2. Document that you offered, explained, answered questions and gave a crisis line numbers and information.
3. Documents the nonverbal of the person where they smiling, frowning, tense, advising eye contact, talkative, fidgeting.
4. The more specific you can be the better, use exact quotes in " " when possible.

If you must make a report **Don't let them leave your presence**
and call Angela 336 698-6723.