



## MEDFIELD POLICE DEPARTMENT

**POLICY NO. 2.03**

# DOMESTIC VIOLENCE

MASSACHUSETTS POLICE  
ACCREDITATION STANDARDS REFERENCED:  
**1.2.5; 1.2.7; 11.4.5; 26.1.5; 41.1.2; 41.2.1; 42.1.4; 42.2.1;  
42.2.2; 42.2.3; 42.2.2; 54.1.1; 55.1.1; 55.1.3; 55.2.1; 55.2.2;  
55.2.4; 55.2.5; 74.1.1; 74.1.2; 74.2.1; 74.3.1; 81.2.4; 81.2.5;  
81.2.6; 81.2.9; 82.1.1; 82.1.2; 82.2.1; 82.2.2; 82.2.4; 83.2.2**

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Michelle Guerette  
Chief of Police

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## POLICY

It is the policy of the Department to establish guidelines for law enforcement officers to respond to domestic violence calls. The primary focus shall be on victim safety, followed closely by offender accountability; accordingly, a proactive, pro-arrest approach in responding to domestic violence is a priority.

It is the policy of the Department that officer shall be expected to do the following:

- Establish arrest and prosecution as a preferred means of police response to domestic violence;
- Enhance the safety of victims, their children, and others living in the home;
- Take appropriate action for any violation of permanent, temporary, or emergency orders of protection;
- Promote the safety of law enforcement personnel responding to incidents of domestic violence. and;

- Provide victims and witnesses of domestic violence with support and assistance through cooperative efforts with community stakeholders in order to prevent further abuse and harassment. Community stakeholders are individuals and entities in the community who work to foster effective intervention in and prevention of domestic violence. Entities include, but are not limited to, law enforcement agencies, prosecutors, parole, probation, community based domestic violence and sexual assault programs, social service agencies, adult and child protective services, clergy, educators, government agencies, animal welfare organizations, businesses and employers; and
- Complete thorough investigations and effect arrest of the dominant aggressor upon establishment of probable cause.

## PROCEDURES

### I. DEFINITIONS

A. **Abuse:** is defined by G.L. c. 209A, § 1 as the occurrence of one or more of the following acts between family or household members:

1. Attempting to cause or causing physical harm;
2. Placing another in fear of imminent serious physical harm; or
3. Causing another to engage involuntarily in sexual relations by force, threat or duress.

### B. Family or Household Members:

1. For the purposes of this policy, for all portions EXCEPT the charge of Domestic Assault and Battery under G.L. c. 265, section 13M, the term “family or household member” shall include any of the following:
  - a. Persons who are or were married to one another;
  - b. Persons who are or were residing together in the same household;
  - c. Persons who are or were related by blood or marriage;
  - d. Persons who have a child in common regardless of whether they have ever married or lived together; or
  - e. Persons who are or have been in a substantive dating or engagement relationship. This includes relationships involving an individual or individuals, who identify as gay, lesbian, bisexual, or transgender.
2. For the purposes of this policy, for the charge of Domestic Assault and Battery under G.L. c. 265, section 13M ONLY, the term “family or household member” shall include any of the following:

- a. Persons who are or were married to one another;
- b. Persons who have a child in common regardless of whether they have ever married or lived together; or
- c. Persons who are or have been in a substantive dating or engagement relationship. This includes relationships involving an individual or individuals, who identify as gay, lesbian, bisexual, or transgender.

**Important Note:** In essence, the broader G.L. c. 209A, section 1 is inclusive of all types of domestic violence including family, household members, and intimate partners. However, if charging “Domestic Assault and Battery” under G.L. c. 265, section 13M, it only applies to those persons who meet the “intimate partner” definition. All other domestic violence situations would be charged with a simple A&B, A&B DW, or whatever is appropriate given the circumstance.

**C. Firearms:** shall not be limited to its definition in G.L. c. 140, § 121, but rather shall include any of the following:

1. Firearms;
2. Rifles;
3. Shotguns;
4. Machine guns;
5. Ammunition;
6. High capacity feeding devices; or
7. Antique firearms.

**D. Harass:** as defined in G.L. c. 268, section 13B means to engage in any act directed at a specific person or persons, which seriously alarms or annoys such person or persons and would cause a reasonable person to suffer substantial emotional distress. Such act shall include, but not be limited to, an act conducted by mail, telephonic or telecommunication devices, electronic communication, internet communication, instant message, or facsimile communication.

**E. Licenses:** as defined in G.L. c. 140, sections 122, 122B, 129B, and 131, shall include all of the following:

1. Class A license to carry firearms;
2. Class B license to carry firearms;
3. Class C firearms identification card;
4. Class D firearms identification card;
5. License to possess a machine gun;
6. License to sell firearms;
7. License to sell ammunition; or
8. License to perform as a gunsmith.

- F. **Serious Bodily Injury:** as defined in G.L. c. 265, sections 13A(b), 15A(b), and 15D(a), shall mean bodily injury that results in a permanent disfigurement, loss or impairment of a bodily function, limb or organ, or creates a substantial risk of death.
- G. **Strangulation:** as defined in G.L. c. 265, section 15D(a) shall mean the intentional interference of the normal breathing or circulation of blood by applying substantial pressure on the throat or neck of another.
- H. **Suffocation:** as defined in G.L. c. 265, section 15D(a) shall mean the intentional interference of the normal breathing or circulation of blood by blocking, or “block off” the nose or mouth of another.

## II. CIVIL LIABILITY

According to G.L. c. 209A, § 6: "No law officer shall be held liable in any civil action regarding personal injury or injury to property brought by any party to a domestic violence incident for an arrest based on probable cause when such officer acted reasonably and in good faith and in compliance with this chapter and the statewide policy as established by the Secretary of Public Safety."

## III. DISPATCHER RESPONSE

The likelihood of injury associated with domestic violence situations requires that officers immediately proceed to the place of the dispute.

- A. Whenever possible, two officers should be dispatched to the scene. [\[81.2.4 \(e\)\]](#)
- B. Dispatch officers or call takers should do the following:
  - 1. Assign a priority response to all domestic violence calls, whether or not the assailant is known to be on the premises, including those calls that involve or appear to involve a police officer of any department; [\[41.2.1; 81.2.6 \(a\)\]](#)
  - 2. Immediately notify a supervisor of any domestic violence calls; [\[81.2.5 \(a\)\]](#)
  - 3. Preserve documentation of the facts and circumstances of each call, including tapes, for use in potential administrative and criminal investigations;
  - 4. Maintain current contact information of local domestic violence victim advocacy organizations for responding officers to provide to victims;

5. Attempt to elicit any and all information from the caller that may help the responding and investigating officers assess the situation, including the following:
  - a. Immediate safety of the caller, the victim, and others at the scene;
  - b. Nature of the incident (verbal or physical), nature of injuries, and whether violence is ongoing;
  - c. The type of weapons that are involved, or present, if applicable;
  - d. Potential hazards to responders, including animals;
  - e. Whether the caller or alleged assailant is under the influence of alcohol or drugs, or if there are mental health issues;
  - f. Caller's and alleged assailant's description;
  - g. Presence or absence of the alleged assailant, and direction and mode of travel, if applicable;
  - h. Other people involved or witnesses at the scene, including children;
  - i. Alleged assailant's criminal history (BOP check);
  - j. Number of times the Department has been called to this scene because of this suspect;
  - k. Existence of a protection order currently on file against the suspect or caller (check BOP);
  - l. Outstanding warrants against the caller or assailant if any exist (check CJIS and Warrant Management System); **[81.2.9]**
  - m. Caller and alleged assailant's date of birth or social security number; and
  - n. Record of firearms identification cards and/or licenses to carry having been issued to resident(s).
6. Keep the caller on the telephone, if the caller is a victim or witness to a domestic violence incident in progress, in order to relay ongoing information provided by caller to the responding officers and remain aware of the victim's safety;
7. Make the safety of the domestic violence victim a primary concern;
8. Address threats of violence, whether immediate or remote, by working with the victim to focus on ways to enhance safety, such as waiting for officers at another location or leaving the location if the suspect returns;
9. Keep in mind the caller could be the victim or assailant; and
10. Do not cancel the original call for service if a subsequent request to cancel the original call is received – advise the responding officers of the second call and instruct them to continue to respond, investigate, and assess the situation to ensure that all parties are safe.

## IV. POLICE RESPONSE

### A. ON-SCENE CONSIDERATIONS

#### 1. INITIAL OBSERVATIONS

- a. Upon arrival, responding officers should approach the scene with a high degree of caution. Upon approach, officers shall make observations of the surrounding area for evidence such as weapons, damaged furniture, broken windows, and any other items that may be evidence of a domestic violence incident.
- b. Officers shall listen for sounds of an argument, threats, or an ongoing physical assault. All evidence, utterances, statements, and observations should be documented in an incident report – and photographically if appropriate.  
[42.2.1 (a)]

#### 2. ENTERING A PRIVATE PREMISES

When investigating a report of domestic violence, officers should wait for a second officer unless exigent circumstances exist. Officers may enter private premises without a warrant in the following circumstances:

- a. at the request of someone in lawful control of the premises;
- b. Where there is imminent danger of violence that could result in death or serious physical injury;
- c. where a breach of the peace has been committed in an officer's presence;
- d. when a police officer has probable cause to believe a felony has occurred and is in fresh pursuit of the fleeing felon;
- e. in order to quell an ongoing disturbance and restore peace; or
- f. after repeated attempts to contact residences and contacting the patrol supervisor.

**"Private premises"** shall include, but not be limited to, a house, an apartment, a condominium, a hotel room, a mobile home, a dormitory room, or a house trailer.

## **B. OFFICER'S RESPONSIBILITY ON SCENE**

### **1. SEPARATE THE PARTIES**

- a. The responding officers must take immediate control of the situation and should separate the parties to prevent any further violent action. The parties should be interviewed independently when it is safe to do so.

### **2. LANGUAGE BARRIERS**

- a. Officers should determine whether interpretative language services are needed and should seek out such services where available.
- b. The practice of using children or other family members as interpreters is strongly discouraged unless it is a medical emergency. Using family members as interpreters could prove dangerous to the child and/or adult victim. Officers can call **QWEST**, a multilingual communications network provided to assist the department at **(888) 892-2850** for interpretive language services 24 hours a day. **[81.2.5 (f)]**

### **3. REMAIN ON SCENE**

Officers shall remain on the scene or present wherever the incident occurred as long as the officers have reason to believe that at least one of the parties involved would be in immediate physical danger without the presence of an officer. Whenever any officer has reason to believe that a family or household member has been abused or is in danger of being abused, such officer shall use all reasonable means to prevent further abuse. Law enforcement officers should remain on scene for a "reasonable period of time" to prevent abuse. If the suspect has fled the scene, a reasonable period is the amount of time necessary:

- To assess that the suspect has left the scene; and
- To carry out the responsibilities outlined in the remainder of this policy.

### **4. MEDICAL TREATMENT**

- a. Officers shall assist the victim in obtaining medical treatment for any sustained injuries by arranging for appropriate transportation by ambulance to a health care facility.
- b. In cases of serious injury, the preferred method of transportation is via ambulance. Officers are authorized by G.L. c. 209A, § 6 to transport victims of domestic violence to the emergency room of the nearest hospital, or to arrange for appropriate transportation to a health care facility. Officers should receive approval from their supervisor prior to transporting a victim of domestic abuse in a cruiser, except in an emergency.

## **5. INTERVIEWING WITNESSES [42.2.2]**

Officers shall attempt to identify and interview the party who called the police, neighbors, and other potential witnesses. All parties present and involved should be documented in the incident report.

## **6. GATHER INFORMATION FROM THE SCENE [42.2.2]**

Officers shall attempt to obtain the following information at the scene. If that is not possible, obtain the information during the follow-up investigation:

- Determine the relationships of all parties, including children, at the scene. If children are not immediately observed, ask if there are children present in the household.
- If children are present,
  - record their names and dates of birth;
  - check on the children to ascertain whether or not they have sustained an injury;
  - unless it involves a medical emergency or safety concern, consider conducting a “minimal facts” interview on scene if appropriate; and
  - if the child needs a more comprehensive interview, contact the District Attorney’s Office/Children’s Advocacy Center to schedule a forensic interview.
- Obtain at least two phone numbers where the victim can be reached. Include a cell phone number, a daytime phone number, or the number of a close relative or friend. Include these numbers in the incident report so the bail bondsperson or court personnel may inform the victim of the abuser's release on bail. [55.2.5]
- Inform the victim that if they intend to leave the residence, and wish to be informed of the abuser's release, the victim must inform the police

department of a number where they may be reached, or where a message may be left safely. [55.2.5]

- Consult with the victim whether their phone number should remain confidential and take steps to ensure that it is, if necessary.
- Obtain information about the suspect's ownership of, presence of, or access to firearms, and their location.
- Officers should gather information regarding suspect's past behavior/dangerousness. This information should be documented in an incident report and/or high risk assessment worksheet (See Appendix of this policy) and provided to the Bail Commissioner in determination of bail and to the Prosecutor for use at arraignment. That information includes but is not limited to the suspect's:
  - Criminal history;
  - History of abusing the current victim;
  - History of abusing other victims;
  - History of non-fatal strangulation;
  - History of forced sex;
  - History of extreme possessiveness or jealousy;
  - Possession of weapons;
  - History of use of/or threats with a weapon;
  - Use of weapons in prior abuse of the victim;
  - Past threats against or abuse of pets;
  - Past attempts or threats to kill;
  - Past attempts or threats to commit suicide; and
  - Current or past vacate, restraining, no-contact or other protective orders, including those held against the suspect by someone other than this victim.
- After ascertaining past reported and non-reported criminal history, seek appropriate criminal action for current and prior incidents.
- Refer victims to appropriate resources listed in the Appendix of this policy.

## 7. INFORMATION DOCUMENTATION [42.2.2]

- a. Officers shall properly document important information, i.e., spontaneous utterances (direct quotes) by the victim, the suspect, children, and other witnesses.
- b. In collecting evidence of domestic abuse, officers should use photographs to document injuries sustained by the victim and the condition of the crime scene.

- When documenting the scene photographically, officers are reminded to take both close-up and full-scene pictures when possible. Follow-up photographs of injuries should be taken 2-3 days after the incident to document progression of injuries;
- Collect physical evidence (including weapons used) and document collection in the incident report.

- c. If the incident involves strangulation, the officer shall complete a strangulation worksheet. (See Appendix of this policy) [42.2.3]
- d. Officers shall complete a High Risk Assessment Worksheet (see Appendix of this policy) where there is a current or previous relationship between the parties and the responding officer:
  - Believes a violent incident may have occurred,
  - Senses the potential for danger is high,
  - Is responding to repeat names or location, or
- e. In cases where a domestic violence arrest has been made, copies of all worksheets will be submitted with the arrest packet for use by the Bail Commissioner for bail purposes, the District Attorney and Probation Department for use at the detainee's arraignment and prosecution. [82.2.1 (d); 82.2.1 (e); 82.2.4]

## 8. GETTING TO A SAFE PLACE

- a. Officers shall assist the victim and dependent children in locating and getting to a safe place, including but not limited to a designated meeting place for entry into emergency shelter or a family member's or friend's residence (or a similar place of safety). The officer shall consider the victim's preference in this regard and what is reasonable under all the circumstances. [55.2.5]
- b. The location and street addresses of all domestic violence programs are absolutely confidential and shall not be required to be revealed in any criminal or civil proceeding. See G.L. c. 233, section 20L. For the purposes of this provision, a domestic violence program is defined as any refuge, shelter, officer, safe home, institution, or center established for the purpose of offering assistance to victims of abuse through crisis intervention, medical, legal or support counseling. See G.L. c. 233, section 20K. [54.1.1 (d); 54.1.1 (e); 55.1.3 (b); 82.2.1 (c)]

c. If a report is made at a domestic violence program, the incident occurred at that program or an officer transported someone to a program, the officer shall not include this address in the incident report. Under no circumstances should a law enforcement officer release information to the public or otherwise regarding the location of a domestic violence program.

## 9. NOTICE OF RIGHTS

Officers shall give abuse victims immediate and adequate notice of rights by handing to them and reading them their rights (see Appendix of this policy). This form should be signed by the victim. Where the person's native language is not English, the statement shall be provided in said person's native language whenever possible. [55.1.1; 55.1.3 (a); 55.1.3 (b); 55.2.1 (a); 55.2.1 (b)]

## 10. ACTIVATING THE EMERGENCY JUDICIAL RESPONSE SYSTEM

Officers shall assist the victim by activating the Emergency Judicial Response System when a judge is not available through court. This should be done even when the alleged abuser has been arrested. [55.2.2]

**Note:** If a victim is unable to appear in court because of severe hardship due to the victim's physical condition, officers can seek an order by contacting the court. A representative may appear in court on behalf of the victim to seek an emergency or temporary order. Officers shall advise a victim that a representative may appear on their behalf.

## 11. ISSUANCE OF AN ABUSE PREVENTION ORDER

Upon issuance of any applicable order under G.L. c. 209A, police shall immediately take possession of all firearms and licenses in the control, ownership or possession of the defendant. Such firearms and licenses may not be returned until the order has been completely vacated or the firearms provision modified by order of the court.

- **Violations of Orders:** In the interest of immediacy and the statutory mandate to arrest, officers shall make a warrantless arrest of any person the officer witnesses or has probable cause to believe has violated an order—including a violation, which stems from the possession of firearms, weapons, or licenses.
- If after the assessment, the situation does not meet the substantive dating relationship, consider if the facts and circumstances apply regarding a 258E protection order.

## **12. SUBSTANTIVE DATING RELATIONSHIPS**

- a. Officers will gather information to determine whether or not a substantive dating relationship exists. Officers will examine the same factors which the courts review when making this determination:
  - the length of time of the relationship;
  - the type of relationship; and
  - the frequency of interaction between the parties.
- b. This includes the interaction between the parties through the use of technology; and, if the relationship has been terminated by either person, the length of time that has elapsed since the termination of the relationship.
- c. If the officer determines that a "substantive dating relationship" exists or did exist, then the officer shall take the proper action, including arrest when appropriate, regardless of whether the victim seeks a restraining order.

## **C. RESPONSIBILITIES OF THE ON-DUTY SUPERVISOR**

### **1. RESPONSE**

- a. The on-duty supervisor shall ensure that all provisions of G.L. c. 209A, other related statutes and this policy are fully adhered to.
- b. The on-duty supervisor shall be responsible for monitoring all domestic violence calls.
- c. Whenever possible, the on-duty supervisor shall respond to the scene for the purpose of providing advice or any other assistance.

### **2. ASSURANCES FOR PRACTICE [82.2.1 (e)]**

Supervisors will ensure that the provisions of all applicable laws and this policy are adhered to. Specifically, supervisors will ensure that:

- a. Dispatch logs will be reviewed to ensure that an incident report has been filed, even in cases where no arrest was made. Calls, which are received as allegations of domestic violence or a domestic disturbance, will not be

reclassified because no probable cause to arrest existed. Incident reports will be filed in those cases.

- b. A supervisor, or a specially trained domestic violence investigator within the department, will review incident and arrest reports, in order to ensure compliance with the provisions of G.L. c. 209A and this policy. If, upon review of an incident report, it is believed that probable cause exists, the supervisor will ensure that criminal charges are initiated according to the statute and this policy.
- c. Whenever a supervisor identifies a particular defendant as being high risk to the victim or the public, the case should be promptly referred to the District Attorney's Office. **[41.1.2]**

### **3. REFERRALS**

- a. Supervisors shall ensure that the appropriate and mandated reports are filed for children, persons with disabilities, and the elderly.
- b. Supervisors shall ensure proper safety plans are in place for the survivor and other family members. These measures shall be in place immediately enabling those affected to make informed decisions.
- c. The safety plan may include all, some or additional items:
  - Drive-bys
  - Welfare spot checks
  - Arresting the abuser
  - Serving 209A orders
  - Assisting in obtaining 209A order
  - Arranging transportation for medical, shelter, or other locations
  - Referral to a Domestic Advocate

### **4. FOLLOW-UP INVESTIGATIONS**

Supervisors shall:

- a. Determine if a follow-up is needed;
- b. Ensure it is conducted.
- c. Review and ensure proper charges are filed whenever appropriate **[42.1.4]**

## V. ARREST GUIDELINES [74.3.1]

### A. THE DECISION TO ARREST

#### 1. **GENERALLY**

- a. The safety of the victim, children, and other family members shall be paramount in any decision to arrest.
- b. As in other types of criminal investigations, uncorroborated statements by a victim can constitute probable cause that the crime occurred.
- c. The decision to arrest must be based on whether probable cause exists that the crime occurred, not on whether or not the victim wishes to seek complaints or wishes to testify at a future date. [1.2.7]

#### 2. **SUBSTANCES ABUSE AND/OR MENTAL HEALTH ISSUES**

When assessing credibility in order to establish probable cause, officers should remember that a victim who is under the influence of drugs or alcohol, or who suffers from mental illness, is not an inherently unreliable witness.

#### 3. **ARREST: MANDATORY OR PREFERRED [74.3.1; 1.2.7]**

An officer's authority or mandate to arrest is set forth in G.L. c. 209A, section 6(7).

##### a. **Mandatory:**

In the interest of immediacy, and the statutory mandate to arrest, officers shall make a warrantless arrest of any person the officers witness or have probable cause to believe has violated an emergency, temporary or permanent vacate, refrain from abuse, stay away or no-contact order or judgment, a suspension and surrender order, or protection order issued by any jurisdiction. G.L. c. 209A, section 7.

##### b. **Preferred:**

When there is no outstanding restraining order, arrest shall be the preferred response whenever officers witness or have probable cause to believe that a person:

1. Has committed a felony:
  - o Aggravated Assault and Battery c265, §13A(b)
  - o Assault and Battery By Means of a Dangerous Weapon c265, §15A
  - o Assault and battery upon an Elder or a Person with a Disability c265, § 13K
  - o Assault and Battery on a Family or Household Member, Subsequent Offense Only c265, §13M(b)
  - o Assault by Means of a Dangerous Weapon c265, §15B
  - o Intimidation of a Witness c268, §13A
  - o Kidnapping c265, §26
  - o Stalking c265, §43
  - o Strangulation or Suffocation c265, §15D
2. Has committed a misdemeanor involving abuse, as defined in G.L. c. 209A
  - o Assault and Battery on a Family or Household Member c265, §13M(a) (see definition)

## **B. IF THE SUSPECT HAS FLED THE SCENE**

### **1. GENERALLY**

- a. When probable cause to arrest exists and the suspect has fled the area, patrols, including other jurisdictions where the suspect is believed to be going, shall be advised in efforts to locate and arrest the suspect.
- b. One department's statement that probable cause to arrest exists shall be honored by another department. The second department shall immediately attempt to affect the arrest as requested by the investigating department.
- c. Officers will attempt to make a warrantless arrest within a reasonable period of time. However, as soon as is practical, the investigating department shall seek an arrest warrant from the appropriate court, in cases involving abuse as defined under G.L. c. 209A.
- d. When probable cause exists to believe a crime involving abuse occurred, it is not proper procedure to advise the victim to seek complaint applications on his or her own.

## **2. THE MASSACHUSETTS PROBATION SERVICE ELECTRONIC MONITORING (ELMO) LAW**

- a. Enforcement agencies (i.e. local and state police) may request ELMO information, by submitting a written request to [Elmo.Inforequests@jud.state.ma.us](mailto:Elmo.Inforequests@jud.state.ma.us) from a verifiable Law Enforcement agency email address. These requests are typically responded to within 24 to 48 hours. ELMO will supply GPS information “For Investigative Purposes Only”.
- b. In the interest of public safety, if a Law Enforcement agency makes an urgent request (i.e. AMBER Alerts, Major/Catastrophic events, and requests for real time locations of specific monitored offenders for the purpose of serving a warrant or effectuating an arrest) and provides verifiable credentials such as the main phone number of the requesting agency, the officer’s badge number, contact information, and that the Officer is currently assigned to investigate the matter at hand, information for investigative purposes may be provided immediately.
- c. If an agency is requesting a point tracking search (Crime Correlation) for a particular location, this request should include a defined period of time and should disclose for what purpose the request is being made.
- d. All requests should be sent to [Elmo.Inforequests@jud.state.ma.us](mailto:Elmo.Inforequests@jud.state.ma.us). Law enforcement may also contact ELMO directly at 978-365-2970 for assistance.

## **C. DUAL ARRESTS / DOMINANT AGGRESSOR**

1. Dual arrests, like the issuance of mutual restraining orders, are strongly discouraged.
2. Officers should attempt to identify the dominant aggressor and take action based on that determination.
3. If officers determine that neither party acted in self-defense and that both parties have committed an act of domestic abuse, then the officers should determine who is the dominant aggressor and take action considering the totality of the circumstances including:
  - a. The relative severity of the injuries and fear inflicted in this incident;
  - b. The use of force and intimidation in this incident;
  - c. Prior incidents involving either party; or

- d. The likelihood of either party committing domestic violence in the near future.
4. Any officer arresting both parties is required, by law, to submit a separate detailed, written report, in addition to an incident report, setting forth the grounds for dual arrest. In the event of a dual arrest, officers are encouraged to consult with a supervisor prior to arrest.

## D. ARREST OF A CARETAKER

1. In cases involving abuse of a child, an elder or a person with a disability, officers must address the issue of whether or not the victim can be left alone safely if the abuser is arrested.
2. If the child, the elder or the person with a disability cannot be left alone, the appropriate protective agency must be contacted, in order to arrange for temporary care. When a caretaker is arrested and an agency is called for temporary care, the officer shall explain to the child, elder or person with disability what is happening and the reason for calling a protective agency.

## E. BAIL

1. A person, who is 18 years or older, shall not be bailed sooner than 6 hours after arrest from a police station if under arrest for the following crimes:
  - A Restraining Order Violation under G.L. c. 208 or 209;
  - Any act that would constitute abuse, as defined in G.L. c. 209A, section 1; or
  - A violation of G.L. c. 265, sections 13M or 15D.
2. When a juvenile is properly charged with intimate partner violence, the 6-hour bail hold **does NOT apply** – All juveniles are exempt from this hold:
  - Circumstances which warrant a charge of G.L. c. 265, section 13M upon a juvenile, would be those cases of violence perpetrated against someone with whom the juvenile once married, has a child in common, has been in a “substance dating relationship,” or are engaged to be married. In such case, as teen dating violence, the six hour waiting period for bail does NOT apply to juveniles. By statute these provisions only apply to those defendants “who have attained the age of 18 years.” See G.L. c. 276, section 58.
  - Officers should therefore follow the typical protocol for arresting a juvenile. Officers are required to contact the juvenile probation officer on call and the

juvenile's legal guardian (G.L. c. 119, section 67) when an arrest has been made of a juvenile. Officers would then be required to contact an on-call bail clerk or bail magistrate for a bail determination, even if the offense is alleging intimate partner violence.

3. A person shall NOT be bailed from a police station if under arrest for the following crimes:
  - A Restraining Order Violation under G.L. c. 208 or 209A; or
  - Any act that would constitute abuse, as defined in G.L. c. 209A, section 1 WHILE A RESTRAINING ORDER IS IN EFFECT.
4. Inform the victim that the abuser may be eligible for bail and may be promptly released. If a defendant is released on bail from the place of detention, a reasonable attempt shall be made to notify the victim of the defendant's release by the arresting police department.
5. Under G.L. c. 276, section 58A, a defendant may be held without bail if a court determines that a defendant is a danger to the victim or the public. The responding officer's actions and behavior at the scene form the basis for this determination by the prosecuting agency and/or Court. Officers should ensure that the proper documentation is done in a timely manner and forwarded to the appropriate officer to be brought to Court and the prosecuting agency. In the event that an officer believes that a defendant is a high risk and poses a danger to a victim or the public, it should be documented in the police report and steps should be taken to notify the prosecuting agency.

## **F. NOTIFICATION TO THE VICTIM IN CRIMINAL CASES**

A "reasonable attempt" must be made by the arresting police department to notify the victim if a defendant charged with a violation of a restraining order or a criminal act constituting domestic abuse is released on bail from the place of detention. If the defendant is released on bail by order of a court, a reasonable attempt at notice shall be made by the district attorney. See G.L. c. 276, sections 42A, 57, and 58 (as amended by Act sections 28, 31-32). **[55.2.5]**

## **G. INFORMATION PROVIDED TO DEFENDANT**

The person admitting the defendant charged with a criminal act constituting domestic abuse to bail is required to provide the defendant with informational resources regarding domestic violence including a list of certified batterer's

intervention programs. See G.L. c. 276, sections 42A, 57, and 58 (as amended by Act sections 28, 31-32).

## **H. PROBABLE CAUSE STANDARD**

All officers shall utilize the same standard of “Probable Cause” for domestic violence offenses as with all other crimes. Decisions to arrest will be based on whether or not probable cause and the authority to arrest exist, not on the victim’s agreement to testify at a future date.

## **I. FINGERPRINTING OF DEFENDANTS**

Officers shall take fingerprints and photographs of all criminal defendants in domestic violence cases. Fingerprints should be forwarded to the State Police for entry into the Automated Fingerprint Identification System (AFIS) system. This will greatly improve the detection and prosecution of other offenses, such as breaking and entering and stalking. When any defendant is arrested and charged with a felony, copies of fingerprints shall be forwarded to the colonel of state police per G.L. c. 263, section 1A. [1.2.5 (b); 1.2.5 (c); 82.1.2 (b)]

## **J. REFERRALS**

1. Officers shall provide information, including phone numbers, about local resources such as the community based domestic violence and sexual assault advocacy programs for emergency shelter and counseling services and the District Attorney's Office Victim Witness Advocacy Program. (See Appendix of this policy). [55.2.1; 55.2.4 (e)]
2. The referral information will be preprinted so that it can be distributed with the Abused Person's Notice of Rights card. The referral information may be typed directly onto the card to staple to it. 209A Victim Rights Form provides initial referral information preprinted, so that it can be distributed along with the abused victim's Notice of Rights Form. Officers may also distribute information related to Victim Compensation through the Attorney General's Office.

## **K. INCIDENT REPORTS**

1. Incident reports will be filed whether or not an arrest is made. They will be made available to the victim at no cost, upon their request to the investigating department. (Since the initial investigation should determine the existence of any history of abuse, that information must be included within the report.). [82.2.1 (a); 82.2.1 (b); 82.2.1 (c); 82.2.2 (c); 82.2.2 (d)]

2. Officers shall indicate in the incident report whether the offense, alleged offense, or arrest involved abused as defined in G.L. c. 209A. See G.L. c. 41, section 98G, and G.L. c. 22C, section 49.

## L. CONFIDENTIALITY OF REPORTS [82.1.1 (c)]

1. The following records shall not be considered to be public records, and shall not be disseminated, except pursuant to this policy:
  - a. Any information concerning responses to reports of domestic violence, rape or sexual assault;
  - b. Any entry concerning the arrest of a person for assault, assault and battery or violation of a protective order where the victim is a family or household member, as defined in G.L. c. 209A, § 1; and
  - c. All reports of rape and sexual assault or attempts to commit such offenses, all reports of abuse perpetrated by family or household members, as defined in G.L. c. 209A, § 1, and all communications between police officers and victims of such offenses or abuse.
2. The above records may only be released to the following:
  - a. the victim, the victim's attorney, others specifically authorized by the victim to obtain such information;
  - b. prosecutors;
  - c. victim-witness advocates as defined in G.L. c. 258B, § 1, if such access is necessary in the performance of their duties;
  - d. domestic violence victims' counselors as defined in G.L. c. 233, § 20K, if such access is necessary in the performance of their duties;
  - e. sexual assault counselors as defined in G.L. c. 233, § 20J, if such access is necessary in the performance of their duties;
  - f. law enforcement officers, district attorneys or assistant district attorneys; and
  - g. all persons authorized to admit persons to bail pursuant to G.L. c. 276, § 57.

## M. POLICE DEPARTMENT LOG

The following entries shall be kept in a separate log and shall not be a public record, nor shall such entries be disclosed to the public:

1. Any entry which pertains to those who are handicapped, confined to a wheelchair, bedridden, or required to use of a device designed to provide in mobility.
2. Any information concerning the response to reports of domestic violence, rape, sexual assault.
3. Any entry concerning the arrest of a person for assault, assault and battery or violation of a protective order where the victim is a family or household member, as defined by Chapter 209A Section 1.

## N. MANDATORY REPORTING

1. A report will be filed with the **Department of Children and Family Services** (DCF) whenever the police officer has reasonable cause to believe that a child under the age of 18 has been abused or neglected, in accordance with G.L. c. 119, § 51A. If a child has witnessed abuse, this could be “neglect” for purposes of mandatory filing. During office hours, contact the local DCF officer. After hours, call the hotline at: **1-800-792-5200**. If an officer intends to file a 51A child abuse report, they should tell the non-offending parent or caretaker and explain the filing process – including the fact that the report is being filed. A written report must be filed within 48 hours, an oral report immediately.
2. A report will be filed with the **Disabled Persons Protection Commission** whenever the officer has reasonable cause to believe that a caretaker has abused / neglected a person with a disability between the ages of 18 and 59, in accordance with G.L. c. 19C, § 10. An immediate report should be filed by calling the hotline at: **1-800-426-9009**. If an officer intends to file a report, he/she should tell the person with a disability who is the subject of the abuse.
3. A report will be filed with the **Executive Office of Elder Affairs** whenever the officer has reasonable cause to believe that someone age 60 or older has been abused / neglected, in accordance with G.L. c. 19A, §§ 14-26. An immediate call shall be placed to the 24-hour hotline at: **1-800-922-2275**. If an officer intends to file a report, he/she should tell the elder person who is the subject of the abuse.

## VI. FIREARMS

### A. GENERALLY

When a firearm or other weapon is present at the scene of a domestic violence situation, officers shall:

1. Seize the weapon as evidence of the crime, if the responding officers are informed that a firearm or weapon has been involved in the dispute.
2. If the weapon is not reported to have been involved in the dispute:
  - a. Request that the firearm or weapon be placed in their custody temporarily to alleviate the threat of serious violence;
  - b. Search for and take custody of the firearms or weapon if a party, who lawfully resides there, requests the officer do so. A consent search is allowed in areas where the victim has access to, including areas of joint access with the suspect;
  - c. Determine whether a firearm is lawfully possessed before returning the same.
3. If the officer determines that the weapon cannot be seized, the following actions can be taken:
  - a. a judge can order the defendant to surrender firearms and licenses; and
  - b. the chief who issued a license to carry may revoke or suspend such license.
4. In all domestic violence cases, the investigating department shall advise the licensing authority that the subject of the license is suspected of abuse.

### B. STORAGE OF FIREARMS

1. The department named within the order shall be responsible for the storage of the seized items or the delegation of storage to an authorized facility.
2. In cases involving police officers that are defendants in Abuse Prevention Orders, the defendant shall immediately surrender all firearms, including departmental weapons and licenses, to the department serving the order.

## C. FEDERAL FIREARMS PROVISIONS

Although officers cannot enforce Federal provisions, the chief should be notified whenever an officer identifies a case involving the following circumstances, because there may be Federal action that can be taken:

1. **Misdemeanors Involving Domestic Violence:** Under 18 USC § 922(g)(9), it is unlawful for any person convicted of certain misdemeanor crimes involving domestic violence to ship, transport, possess, sell or otherwise dispose of, or receive firearms or ammunition.
2. **Federal law** prohibits any person subject to a qualifying order of protection from possessing firearms and ammunition. See 18 USC § 922(g)(8).
3. **Federal Felon in Possession of a Firearm:** Under 18 U.S.C. § 922(g)(1), "Felon in possession of a firearm," it is unlawful for any person who has been convicted in any court of a crime punishable by imprisonment for a term exceeding one year to possess any gun or ammunition.
4. **Persons Named in Protective Orders:** Under the Federal Crime Control and Law Enforcement Act of 1994, it is unlawful for an individual subject to a "permanent" restraining order involving "intimate partners" to receive, ship, transport, or possesses guns (including handguns, rifles, and shotguns) or ammunition that traveled in interstate commerce.
5. **Misdemeanors** are excluded from consideration if they are punishable by a term of two years or less. Therefore, misdemeanors that are punishable by a term of imprisonment of more than two years fall within that provision.

## VII. PROPERTY

### A. VACATE ORDERS AND COURT ORDERS TO RETRIEVE BELONGINGS

1. Once a vacate, no contact, stay away or refrain from abuse order is issued, officers shall not accompany a defendant to the property for any reason without specific judicial authorization.
2. The defendant in the vacate order is allowed to retrieve his or her belongings under the following conditions:

- a. The defendant must have a court order allowing for the retrieval of the property.
- b. The police must accompany the defendant, and shall remain with the defendant, throughout the process.
- c. The victim must have prior notice by the police department, and must agree to the timing of the retrieval.
- d. The defendant must not be allowed to use this as a means of harassing the victim.
- e. The defendant may retrieve personal property including clothing, shoes, personal care items, etc. If the defendant is attempting to collect any other items, including furniture or electronic equipment that is in dispute, the defendant should be referred to the issuing court or the Probate and Family Court for settlement of shared property.

3. When a court order exists allowing for a victim to return to the defendant's residence in order to retrieve his or her belongings, the police shall accompany the victim to ensure the order is executed, and that the victim is able to follow the order free from harassment or abuse by the defendant.

## **B. REMOVING OR DESTROYING PROPERTY**

When a defendant is accused of removing or attempting to remove property from the dwelling, or is accused of damaging or destroying property, the officer should investigate to determine the civil or criminal consequences and take appropriate action (For example: malicious destruction of property.)

## **VIII. HIGH RISK TEAM [IF APPLICABLE]**

### **A. GENERALLY**

High-risk teams build upon the work of risk assessment by providing systematic responses to monitor offenders and enhance safety for victims. These teams are made up of multiple agencies and provide a vehicle for communication among the different disciplines involved in the domestic violence response system.

Ideally, high risk teams are focused equally on offender accountability and victim safety. Teams pool information on high-risk cases and create individualized intervention plans, provide ongoing risk management, and track case dispositions

and victim safety. Teams are made up of victim advocacy organizations, law enforcement, probation, parole, prosecutors, Intimate Partner Abuse Education Programs (formerly known as “Certified Batterer’s Intervention Programs”), and health care. Other members could include the Disabled Persons Protection Commission, Department of Transitional Assistance (DTA), Department of Children and Families (DCF), educational institutions, correctional facilities, as well as organizations that will ensure cultural sensitivity and representation.

Team members are well trained in domestic violence dynamics and risk assessment. They work together to leverage all possible safety options for victims at highest risk.

## **B. CRITICAL ELEMENTS OF THE HIGH RISK TEAM**

1. Train law enforcement and first responders in risk assessment, strangulation, and the high-risk model (ideally from a training team made up of an advocate, officer, and prosecutor).
2. Sign a memorandum of agreement that outlines each other’s roles, responsibilities, and accountability practices.
3. Create and adopt high risk assessment protocols in each member’s organization.
4. Include victim advocacy organizations in the leadership of the team to ensure that victim safety remains paramount.
5. Ensure quality, comprehensive, and adequately funded victim services.
6. Utilize all effective and appropriate pre-trial containment options, including GPS and electronic monitoring, dangerousness hearings, and pre-trial conditions of probation.
7. Coordinate efforts to contain and monitor the offender through pre-trial detention, dangerousness hearings, GPS monitoring, and/or batterer’s intervention.
8. Engage the community in the formation process and establish support from the top management of partner organizations.
9. Address and correct systemic gaps that are uncovered through case management.

10. Track and evaluate effectiveness and provide a yearly outcome report to the community.
11. Ensure funding is in place for the lead organization to sustain the efforts.

## C. LAW ENFORCEMENT RESPONSE

1. The Chief of Police shall appoint at least one member of this department to serve as the law enforcement liaison to the High Risk Team.
2. Officers of this department shall complete the High Risk Assessment Worksheet in those situations described in this policy.
3. Copies of all completed High Risk Assessment Worksheets shall be forwarded to this department's law enforcement liaison to the High Risk Team.

## **IX. SERVICE OF ORDERS**

### A. IN-HAND SERVICE [74.2.1]

1. Service of orders shall be made in-hand unless otherwise ordered by the court. Chapter 209A, § 7 requires that "the law enforcement agency shall promptly make its return of service to the court."
2. Orders shall be served promptly upon receipt. If service is initially unsuccessful, the Department must continue to attempt service until it is completed. Service of orders will not be delayed in order to forward service by a specialized officer or unit. If an officer is unable to make service after "numerous attempts", the officer should document, in detail, the service attempts on the "return of service" form and request the court to allow service by leaving a copy of the order at the last known address of the defendant.
3. Service of orders may compromise victim safety. The victim's safety should be considered in the timing of the service of the order. Officers should encourage the victim to contact an advocate (either through the D.A.'s Office, SAFEPLAN or the local domestic violence program) in order to develop a safety plan around the service of the order. [74.2.1]

## B. RECORD OF SERVICE [74.1.1; 74.1.2; 74.2.1; 74.3.1]

The Department must keep a record of all attempts at service. Computer records and service/attempted service forms shall contain the following information, if appropriate: [74.2.1]

1. Date and time received; [74.1.1 (a)]
2. Type of legal process (civil or criminal); [74.1.1 (b)]
3. Nature of document (warrant, summons, default, capias, etc.); [74.1.1 (c); 74.3.1]
4. Source of document (issuing court, etc.); [74.1.1 (d)]
5. Name /address of plaintiff, defendant, complainant, or respondent; [74.1.1 (e); 74.1.2 (c); 74.1.2 (e)]
6. Officer assigned for service; [74.1.1 (f); 74.1.2 (b)]
7. Date/time of assignment and date/time service was executed/attempted; [74.1.1 (g); 74.1.2 (a)]
8. Court docket number (warrant, restraining order number, etc.); [74.1.1 (h)]
9. Date of service due; [74.1.1 (i)]
10. Offense; and
11. Method of Service/Reason for Nonservice/Disposition (mailed, served, faxed, recalled, returned or unserviceable). [74.1.2 (d)]

## C. RETURN OF SERVICE

All returns of service, including service of Emergency Orders, must be sent to the court.

## D. ORDERS DISSEMINATED TO THE DEPARTMENT

The Court is responsible for sending the order to the appropriate law enforcement agency for service on the defendant. In the event that the plaintiff brings an order to the police department for service, officers should ensure that the department's responsibilities under G.L. c. 209A and this policy are met.

## E. FIREARMS [1.2.7]

Upon service of the order, police shall immediately take possession of all firearms, rifles, shotguns, machine guns, ammunition, and licenses or FID cards in the control, ownership, or possession of the defendant. The license-issuing authority shall be contacted at once and fully informed of the incident and provided full reports in accordance with current law. All confiscated items shall not be returned until the Order has been vacated or the firearms provision has been modified by order of the court. G.L. c. 140, §§ 129B, 131.

## F. NOTICE TO PLAINTIFFS

When assisting plaintiffs with emergency abuse prevention orders, officers should provide guidance to the plaintiff as to the exact terms of the order sought.

## G. OUT OF STATE ORDERS OR VIOLATIONS

1. A protective order issued in another jurisdiction (as defined in G.L. c. 209A, § 1) shall be given full faith and credit in the Commonwealth. A responding officer shall serve and enforce the terms and conditions of an out-of-state protective order as written by the issuing jurisdiction.
2. Officers shall make a warrantless arrest of any person the officer witnesses or has probable cause to believe has violated an emergency, temporary or permanent vacate, refrain from abuse, stay away, or no-contact order or judgment issued by another jurisdiction. [74.2.1]
3. In assessing probable cause, an officer may presume the validity of the protection order issued by another jurisdiction when the officer has been provided with:
  - a. A copy of the order, by any source; and
  - b. A statement by the victim that such order remains in effect.
4. An order of protection is presumed valid if it gives the names of the parties involved, contains the date of the order was issued, has not expired, specifies the terms and conditions set against the abuser, contains the name of the issuing court and is signed by the issuing authority.

5. Violations of out of state orders or Massachusetts orders violated in another state may be charged criminally as contempt of court (G.L. c. 220, section 14), in the Commonwealth of Massachusetts. **[74.3.1]**

## H. NOTICE TO DEFENDANTS

When serving an abuse prevention order, officers shall fully inform the defendant of the contents of the order and penalties for any violation of an order and provide additional resources, including information on batterer's intervention programs, substance abuse counseling, alcohol abuse counseling and financial counseling. See G.L. c. 209A, section 7. (See Appendix of this policy).

## I. THIRD-PARTY CONTACT

The Abuse Prevention Order states that the defendant is "ordered not to contact the plaintiff in person, by telephone, in writing, electronically or otherwise, either directly or through someone else." If there is third party contact in violation of an outstanding abuse prevention order, consider taking out charges against the third party or defendant for violation of a restraining order or intimidation of a witness, depending on the appropriate circumstances.

## **X. ALLEGATIONS AGAINST LAW ENFORCEMENT PERSONNEL**

Law enforcement personnel, whether sworn or civilian, are not immune from committing or being a victim of domestic violence. Although no person is exempt, whatever their occupation, the dynamics change when law enforcement personnel are involved.

The following procedures and protocols are critical components to the integrity of the law enforcement profession and the trust of the community.

**When responding to a domestic violence incident involving law enforcement personnel, all of the previously outlined protocols apply. However, the additional protocols described in this section also apply.**

## A. DISPATCH AND OFFICER RESPONSE

1. The dispatcher / communications officers shall immediately notify the on-duty commanding officer of all domestic violence involving law enforcement personnel.
2. The responding officers shall take immediate action to ensure the safety of the victim and all parties present.
3. A supervisor must respond to the scene.
4. The responding officers will remain on the scene until relieved by the responding supervisor.
5. The responding officers shall document, in a report, their actions and complete such report prior to the end of their tour of duty.

## B. ON-SCENE SUPERVISOR RESPONSE [81.2.4 (f)]

1. The supervisor shall proceed to the scene of the incident and conduct a thorough investigation;
2. The supervisor shall assess the actual and potential harm to the victim, children and others present, and ensure their safety;
3. Upon investigation, if the responding supervisor has reasonable cause to believe that there is evidence of physical abuse or that the threat of physical abuse exists, and the abuser is a sworn member of the department, that supervisor shall seize and take into custody, all department-issued firearms, licenses and equipment in possession of the officer, and shall further conduct a check of all firearms databases and request the officer surrender all personally-owned firearms and licenses;
4. If the suspected officer does not have their department-issued firearm(s) on his/her person or under his/her control at the time of the incident, that supervisor shall accompany the officer to the location where the firearm(s) are located and take custody of those firearm(s), licenses and any other weapons;
5. The supervisor shall ensure enforcement of G.L. c. 208, 209, 209A, 209C, c. 140, § 129B, court orders, all policies, procedures and rules and regulations of the Department;
6. The supervisor shall ensure that a Board of Probation (BOP) and Warrant Management System (WMS) check is conducted to determine the existence of

outstanding abuse prevention orders, harassment orders, or warrants in effect against the employee involved;

7. The supervisor shall submit, through the department's appropriate chain-of-command, a written report detailing his/her assessment of the incident and action taken before the end of that supervisor's tour of duty; and
8. Ensure reports and proper documentation of the facts and circumstances of the incident and the action taken are submitted through proper channels in accordance with Department procedures;
9. Ensure that appropriate mandatory notifications are made in accordance with Department procedure and chain-of-command, including notifications to the following:
  - a. Chief of Police; [\[11.4.5\]](#)
  - b. Deputy Chief of Police

## C. ADDITIONAL CONSIDERATIONS

1. When responding to a domestic violence complaint involving a police officer from another jurisdiction, all responding officers, investigators, supervisors, and commanding officers shall follow the same procedures that are to be followed in responding to a domestic violence complaint regarding an officer from their own department.
2. In the event that the reported incident involves the chief, director, superintendent or commissioner of the department, the commanding officer shall notify the individual in the government who has direct oversight for the chief, director, superintendent or commissioner.
3. In responding to an incident where the victim is a police officer, standard domestic violence response and investigation procedures should be followed.
4. In responding to domestic violence incidents where the parties involved are both police officers, standard domestic violence procedures should be followed. After probable cause and dominant aggressor determinations are made, an arrest should be made and all service weapons of the accused officer confiscated.

## D. INVOLVED OFFICER/EMPLOYEE RESPONSE

Any officer or employee of the Department who has either been: (i) served with a restraining order; or (ii) named as a defendant in a restraining order or complaint involving domestic abuse; or (iii) is arrested for any crime involving abuse, shall:

1. immediately provide oral notification to the on-duty Commanding Officer at the time of the domestic incident or becoming aware that a court order has been issued or is in existence against them; and
2. within 24 hours provide written notification to his/her respective Commanding Officer of his/her permanent assignment, including a copy of the restraining order or other court document; and
3. Upon being served with a restraining order, the officer shall immediately surrender his or her License to Carry a Firearm / FID Card, department-issued firearm and any personal firearms in compliance with G.L. c. 140, § 129B to his/her Commanding Officer. The officer may file an affidavit with the District Court that a firearm is necessary for employment and request an expedited hearing on the suspension and surrender order. If the officer is allowed to retain his department-issued firearm by the Court, the Chief of Police may impose certain conditions (such as on-duty use and secured at the department during off-duty hours). **[26.1.5]**

## E. CHIEF OF POLICE RESPONSE

The Chief of Police, or his/her designee, upon being notified that an employee under his/her command has been served with a restraining order and/or involved in a domestic incident, shall:

1. take steps to ensure the safety of the victim and all parties;
2. ensure that all appropriate notifications are made and that required documentation is completed and reviewed;
3. if applicable, request an investigator conduct a follow-up investigation;
4. determine if an internal affairs investigation should be conducted; **[26.1.5]**
5. determine the employee's work status and if applicable, any appropriate disciplinary action. Pending a determination regarding the employee's fitness for duty, it may become necessary to place the involved officer or employee on Administrative Leave or Administrative Duty; and
6. ensure all completed investigatory reports have been submitted directly to the Chief of Police for his/her final approval, or continued investigation.

1.

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## **APPENDIX A**

### **RELEVANT STATUTES**

The following is a list of common domestic violence related statutes:

#### **1. Physically Assaultive Crimes**

a. Assault/Assault and Battery on a Family or Household Member c265m §13M(a)

- 1) Assault/Assault and Battery as defined by c265 s.13A, and
- 2) The Assault and Battery took place between:
  - a) Persons who are or were married to one another;
  - b) Persons who have a child in common regardless of whether
  - c) they have ever married or lived together; OR
  - d) Persons who are or have been in a substantive dating or engagement relationship.
- 3) Subsequent Offense c265 §13M(b)

b. Aggravated Assault and Battery c265 §13A(b)

- 1) Assault/Assault and Battery as defined by c265 s.13A, and
- 2) One of the additional Aggravating Factors were present:
  - a) The defendant's act caused serious bodily injury; OR
  - b) The defendant committed the act upon the complainant who was pregnant at the time of such assault, knowing or having reason to know she was pregnant, OR
  - c) The defendant committed the act upon the complainant who had an outstanding temporary or permanent restraining order at the time of the assault.

c. Assault and Battery by Means of a Dangerous Weapon c265 §15A(b)

- 1) Assault/Assault and Battery as defined by c265 s.13A, and
- 2) The touching was done with a dangerous weapon.
- 3) Aggravated Assault and Battery c265 §15A(c)
  - a) Assault/Assault and Battery as defined by c265 s.13A, and
  - b) The touching was done with a dangerous weapon.

- c) One of the additional aggravating factors were present:
  - i. The defendant's act caused serious bodily injury; OR
  - ii. The defendant committed the act upon the complainant who was pregnant at the time of such assault, knowing or having reason to know she was pregnant, OR
  - iii. The defendant committed the act upon the complainant who had an outstanding temporary or permanent restraining order at the time of the assault.
  - iv. The defendant is 18 years of age or older, and committed assault and battery upon a child under the age of 14.

d. Strangulation c265 §15D(b)

- 1) Strangulation or Suffocation as defined below.
- 2) Aggravated Assault and Battery is under c265 §15D(c)
  - a) Strangulation or Suffocation as defined below.
  - b) One of the additional Aggravating Factors were present:
    - i. The defendant's act caused serious bodily injury; OR
    - ii. The defendant committed the act upon the complainant who was pregnant at the time of such assault, knowing or having reason to know she was pregnant, OR
    - iii. The defendant was previously convicted of the crime of strangulation or suffocation; OR
    - iv. The defendant committed the act upon the complainant who had an outstanding temporary or permanent restraining order at the time of the assault.

e. Assault and Battery upon an Elderly or Disabled Person c265 §13K

## **2. Other Crimes**

a. Violation of a Restraining Order c209A §7

- 1) There was a Restraining Order which ordered the Defendant to
  - a) refraining from abusing,
  - b) vacate and remain away, OR
  - c) refrain from contacting the complainant;

- 2) Such order was in effect at the time of the violation;
- 3) The defendant knew of the pertinent terms of the order;
- 4) The defendant violated the order by:
  - a) abusing,
  - b) failing to vacate, OR
  - c) contacting the complainant.
- 5) Jurisdiction is given to the police department for either where the violation occurred or where the restraining order was obtained.
- 6) Any protection order issued by another jurisdiction shall be given full faith and credit throughout the Commonwealth and enforced as if it were issued in the Commonwealth for as long as the order is in effect in the issuing jurisdiction.

**b. Stalking c265 §43(a)**

- 1) The defendant knowingly engaged in a pattern of conduct or series of acts directed at the complainant (at least 3);
- 2) The acts would cause a reasonable person to suffer substantial emotional distress;
- 3) The acts caused the complainant to become seriously alarmed or annoyed;
- 4) The defendant committed the acts willfully and maliciously; and
- 5) The defendant also made a threat with the intention of placing the complainant in imminent fear of death or bodily injury.
- 6) Stalking in Violation of a Restraining Order c265 §43(b)
  - a) Stalking as defined by c265 s.43(a)
  - b) The acts were committed in violation of a temporary or permanent restraining order.
- 7) Stalking Subsequent Offense c265 §43(c)
  - a) Stalking as defined by c265 s.43(a)
  - b) The defendant was previously convicted of the crime of stalking.
- 8) Lesser Included Crime of Criminal Harassment c265 §43A(a)
  - a) The defendant knowingly engaged in a pattern of conduct or series of acts directed at the complainant (at least 3);
  - b) The acts would cause a reasonable person to suffer substantial emotional distress;

- c) The acts caused the complainant to become seriously alarmed or annoyed;
- d) The defendant committed the acts willfully and maliciously;
- e) Criminal Harassment Subsequent Offense c265 §43A(b)
  - i. Criminal Harassment as defined by c265 s.43A(a)
  - ii. The defendant was previously convicted of the crime of criminal harassment.

9) Jurisdiction is given to the police department(s) where any one of the elements occurred.

c. Intimidation of a Witness c268 §13B

- 1) The defendant, directly or indirectly, willfully, did
  - a. Threaten OR
  - b. Attempted to cause physical injury, emotional injury, economic injury, or property damage to; OR
  - c. Conveyed a gift, offer, or promise of anything of value to; OR
  - d. Mislead, intimidated, or harassed a person who was:
    - i. A witness or potential witness at any stage of a criminal investigation or other criminal proceeding; OR
    - ii. A person who was or is aware of information, records, documents, or objects that relate to a violation of a criminal statute, or a violation of conditions of probation or bail; OR
    - iii. A person who is furthering a civil or criminal proceeding, including criminal investigation, grand jury proceeding, trial, other criminal proceeding of any type, probate and family proceeding, juvenile proceeding, housing proceeding, land proceeding clerk's hearing, court ordered mediation, or civil proceeding of any type; OR
    - iv. A person who is or was attending or had made known his intention to attend a civil or criminal proceeding, including criminal investigation, grand jury proceeding, trial, other criminal proceeding of any type, probate and family proceeding, juvenile proceeding, housing proceeding, land proceeding clerk's hearing, court ordered mediation, or civil proceeding of any type
- 2) With the intent to impeded, obstruct, delay, harm, punish or otherwise interfere thereby, or did so with reckless disregard

- 3) A prosecution under this section may be brought in the county in which the criminal investigation, grand jury proceeding, trial or other criminal proceeding is being conducted or took place, or in the county in which the alleged conduct constituting an offense occurred.

d. Kidnapping c265 §26

- 1) The defendant had no lawful authority;
- 2) The defendant forcibly (either physically or constructively) or secretly confined the complainant; and
- 3) It was done against the complainant's will.

## **APPENDIX B**

### **VICTIMOLOGY**

Police can be agents of change—fulfilling a mandate to intervene, holding batterers accountable, and providing protection to victims. A victim's first contact with law enforcement rarely happens after the first or even the second domestic violence incident. A sensitive response to a domestic violence call is essential due to the complex nature of these crimes and their devastating effects.

Domestic violence victims can display a variety of behaviors, and officers should understand and be prepared for a range of possible responses. Note that some responses, though frustrating, may allow victims and their families to feel safer once law enforcement has left the scene or the perpetrator is released from custody.

Remember, anyone can be a victim; anyone can be an offender regardless of gender and/or sexual orientation. Always consider who is the dominant aggressor and make that determination based on the totality of the facts and circumstance, not on the victim/offender's gender, size etc.

- It is crucial for law enforcement officers to be familiar with the dynamics of domestic abuse. "Dynamics" refers to how an abuser may act towards their victim and how the victim may react towards the abuser. A lack of understanding of the complexities of these dynamics may result in blaming the victim for the violence and manipulation of the criminal justice system by the abuser.
- Law enforcement officers arriving at an incident are likely to find a victim who is taking responsibility for an abuser's actions. A victim, in fear of their abuser, may act in ways that appear to conceal the abuse. The victim may waive their right to "no contact" orders, choose not to obtain a restraining order, bail the abuser out of jail, or recant in court—accusing the officer of lying. Officers should be aware that victims may act this way in an attempt to keep themselves and their children safe. (NACDV: Dynamics page <http://ncadv.org/learn-more/what-is-domesticviolence/dynamics-of-abuse>).
- It is critical for officers to understand that when an abuser believes they are losing control over the victim, the risk to the victim of serious injury, sexual assault, stalking, and homicide increase.
- Many victims of domestic violence never file a report with law enforcement, get a restraining order/injunction, or connect with a domestic violence program. Numerous victims don't call 911 for many of the same reasons that they find it difficult to leave their abusers (fear, cultural beliefs, immigration ramifications, and economic concerns). Furthermore, many victims may regret calling 911 once they are thrust into the criminal justice system, which can bring increased financial

burdens due to lost income, defense attorney fees, embarrassment for having to publicly testify to the abuse, and pressure to recant.

- This whole process may, in fact, put the victim at a higher risk of danger. An appropriate response is to assist in determining what risks exist and help to problem-solve on how to minimize those risks.
- Be aware that trauma may influence a victim's interactions with law enforcement officers responding to domestic violence calls. Do not assume a victim is uncooperative. Violence can be very traumatizing and each victim responds differently. It is of great assistance to Law Enforcement to be familiar with and work with the domestic violence programs in their area. Encourage victims to use all available services and, when available, utilize the domestic violence advocates who can greatly assist the victim with this safety planning process.

## **APPENDIX C**

### **COMMON STATUTES RELATING TO DOMESTIC VIOLENCE**

**Abuse Prevention**—MGL c209A

**Aggravated Assault and Battery**—MGL c265 §13A(b)

**Assault and Battery by Means of a Dangerous Weapon**—MGL c265 §15A(b)

**Assault/Assault and Battery on a Family or Household Member**—MGL c265 §13M(a)

**Assault and battery upon an elderly or disabled person**—c265 §13K

**Civil Liability**—MGL c209A §6

**Confidentiality**—MGL c233 §20k, 20L

**Employer Requirements**—MGL c149 § 52E

**Firearms**—MGL c140 §121, 129B,131

**Harassment Prevention Orders**—MGL c258E

**Intimidation of a Witness**—MGL c268 §13B

**Kidnapping**—MGL c265 §26

**Police Records**—MGL c41 §98F

**Police Reports**—MGL c41 §97D

**Reporting of Suspected Abuse or Neglect**—MGL c119 §51A

**Sexual Assault Law Enforcement Guidelines**—EOPSS 2017

**Strangulation**—MGL c265 §15D(b)

**Stalking**—MGL c265 §43(a)

**Violation of a Restraining Order**—MGL c209A §7

**Witness Intimidation**—MGL c268 §13B

**Witness Protection**—MGL c263A

## **APPENDIX D** **REFERRALS / RESOURCES**

<b>Jane Doe Inc.</b> <a href="http://www.janedoe.org">http://www.janedoe.org</a>	617-248-0922
<b>SAFELINK</b> Statewide listing of available DV's shelter beds and referrals to programs across the state including multi-lingual agencies	877-785-2020 (TTY) 877-521-2601
<b>Asian Task Force Against Domestic Violence</b> Specializes in services to Asian Communities	617-338-2355
<b>GLBTQ Domestic Violence Project</b> Services to the Gay, Lesbian, and Transgender Communities	800-832-1901
<b>Safe Recovery</b> Specializes in services involving co-occurring substance abuse and domestic violence	978-388-6600
<b>Boston Medical Center: Child Witness to Domestic Violence Project</b> Specializes in services for victims for children 0-8 years old who have been exposed to domestic violence	617-414-4244
<b>Llamanos Y Hablemos</b> Sexual assault hotline for Spanish speaking individuals	800-223-5001
<b>Elizabeth Stone House</b> For victims with substance abuse, mental health & DV concerns	617-427-9801
<b>Elder Abuse Hotline</b>	800-922-2275
<b>Disabled Persons Protection Commission</b>	800-426-9009
<b>Child at Risk Hotline</b>	800-792-5200
<b>EMERGE</b> Counseling for men who batter	617-547-9879
<b>RESPOND</b> New England's 1 <sup>st</sup> Domestic Violence Prevention Agency	617-623-5900
<b>MAPS</b> Mass. Alliance of Portuguese Speakers - Domestic Violence and Sexual Assault	617-864-7600
<b>QWEST</b> Multilingual communication network for police officers 24 hours a day	800-514-9237

**APPENDIX E**  
**JANE DOE, INC. MAP OF VICTIM RELATED SERVICES**

## NETWORK OF SEXUAL ASSAULT & DOMESTIC VIOLENCE SERVICE PROVIDERS IN MASSACHUSETTS

Use this map to find free and confidential support and services at a sexual or domestic violence program near you!

You can also find programs by visiting [www.janebelle.org/findHelpSearch](http://www.janebelle.org/findHelpSearch) for an interactive search engine which allows you to locate programs by city or zip code.

STATEWIDE PROGRAMS		
<b>If you are not sure where to call for help, call 411.</b>		<b>◎ SafeLink</b> Toll-free statewide Domestic Violence Hotline <b>PH:</b> 877-785-2020 ☎ <b>TTY:</b> 877-521-2601(0)
<b>◎ Asian Task Force Against Domestic Violence (ATASK)</b> 24-Hour Multilingual Helpline <b>617-338-2555 ☎ ES</b>		<b>★ Llámame y hablame</b> Toll-free Spanish Sexual Assault Helpline <b>800-223-5001</b>
<b>◎ Our Deaf Survivors Center</b> Hours 5pm Monday - 9am Saturday <b>1-844-ODSC-SAFE (1-844-637-2723)</b>	<b>◎ The Network La Red</b> Ending partner abuse in LGBTQ+, SM and POC communities <b>PH: 617-742-4911 ☎ ES</b> <b>TTY: 617-338-SAFE (7833)</b>	<b>◎ MA Alliance of Portuguese Speakers</b> <b>617-464-7600</b>
<b>◎ SAHEL: Friendship for South Asian Women</b> <b>866-472-4354</b>		



There are over 60 community-based sexual assault and domestic violence service providers in the state of Massachusetts. They advocate on behalf of victims and offer confidential, crisis and long-term support and services to tens-of-thousands of victims and survivors of sexual and domestic violence and their families each year.

VISIT OUR WEBSITE:  
[www.JaneDoe.org](http://www.JaneDoe.org)



14 Beacon Street, Suite 507, Boston, MA 02108  
TEL: 617-248-0922 TTY: 617-263-2200 FAX: 617-248-0902

See other side for a list of programs by region.

# NETWORK OF SEXUAL ASSAULT & DOMESTIC VIOLENCE SERVICE PROVIDERS IN MASSACHUSETTS

METRO BOSTON		CENTRAL & METROWEST		NORTHEAST REGION		WESTERN REGION	
AWAKE Program (Children's Hospital) Boston: 617-355-6389	© HAVEN at MGH Boston: 617-724-0564	© Domestic Violence Services Network Concord: 888-396-1111 ①	© Alternative House Lowell: 888-291-4228 ①	* Center for Women & Community Amherst: 413-545-8000 ①	© Safe Passage Northampton: 888-345-5282 ①	© Center for Hope & Healing (Rape Crisis Services of Greater Lowell) Lowell: 800-542-5272 ①	© TTY: 413-571-0940 ES
Boston Medical Center Domestic Violence Program Boston: 617-414-5457	© International Institute of Women's Hospital Boston: 617-495-9990	© * The Domestic Violence/Sexual Assault Program of Newton Newton: 617-243-5521	© * Elizabeth Freeman Center Pittsfield: 866-401-2425 ①	© * Elizabeth Freeman Center Pittsfield: 866-401-2425 ①	© * WomanShelterCompaneras Holyoke: 877-536-1628 ①	© * NELCWIT Greenfield: 413-772-0805 ①	© * YWCA Western Massachusetts Springfield: 800-796-3711 ①
* Center (BARCC) Cambridge: 800-841-3371 ①	© PassageWay at Brigham & Women's Hospital Boston: 617-732-8753	© Journey to Safety (JFCS) Watertown: 781-647-5327	© Community Teamwork Inc. Lowell: 978-459-0551	© * New Hope, Inc. South County Webster: 800-323-4673 ①	© HAWC - Healing Abuse Working for Change ES	© * HAWC - Healing Abuse Working for Change ES	© * Safe Passage Northampton: 888-345-5282 ①
© Casa Myrna Boston: 877-685-2200 ①	© Portal to Hope Salem: 781-366-6678	© * New Hope, Inc. South County Webster: 800-323-4673 ①	© * Safe Passage Salem: 978-744-5541 ①	© * A New Day/Envelope's Place (Health Imperatives) Brookline/Quincy: 508-589-8255 ①	© * Independence House, Inc. Hyannis: 800-439-6507 ①	© * A Safe Place Nantucket: 508-228-2111 ①	© * New Hope, Inc. Attleboro/Taunton: 800-323-4673 ①
© Center for Violence Prevention and Recovery at Beth Israel Deaconess Medical Center Boston: 617-597-3141	© Renewal House Roxbury/Boston: 617-566-5881 ①	© * REACH Beyond Domestic Violence Watertown: 800-889-4000 ①	© * Jeanne Geiger Crisis Center Newburyport/Amesbury: 978-388-1888 ①	© * A Safe Place Lawrence: 978-686-1300	© * A Safe Place Lawrence: 877-509-9922 ①	© * A Safe Place Lawrence: 877-509-9922 ①	© * New Hope, Inc. Attleboro/Taunton: 800-323-4673 ①
© Community Advocacy Program of CCHERS Boston: 617-375-4551	© RESPOND Inc. Somerville: 617-522-5900 ①	© * Project "We Can Talk About It", Children's Charter Watertown: 781-884-4307	© * YMCA of Greater Lawrence Lawrence: 877-509-9922 ①	© * A Safe Place Lawrence: 508-228-7085	© * YMCA of Greater Lawrence Lawrence: 877-509-9922 ①	© * YMCA of Greater Lawrence Lawrence: 877-509-9922 ①	© * YMCA of Greater Lawrence Lawrence: 877-509-9922 ①
© DOVE Inc. Quincy: 888-314-3663 ①	© Safe Havens InFaith Boston: 617-451-3860	© Spanish American Center Somerville: 978-534-3145	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①
© The Elizabeth Stone House Jamaica Plain/Boston: 617-427-9801 ①	© The Second Step Newton: 617-965-3999	© * Voices Against Violence Framingham: 800-593-1125 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①
© EmPath (Formerly Citterton Women's Union) Brighton: 617-782-7800 ①	© Transition House Cambridge: 617-561-7203	★ Weymouth Rape Crisis Program Weymouth: 800-511-5070 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①
© FINEX House Jamaica Plain/Boston: 617-288-1054 (Also TTY) ①	© Violence Recovery Program Greater Boston: 617-927-6250 ①	© * Weymouth Rape Crisis Program Weymouth: 508-755-9130 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①	© * YMCA North Shore RapeCrisis Center Lynn: 800-622-8772 ①
© HarborCov Chelsea: 617-884-9900 ①			© Domestic Violence Program J 24 Hour Free & Confidential Hotline	© Domestic Violence Program J 24 Hour Free & Confidential Hotline	© Domestic Violence Program J 24 Hour Free & Confidential Hotline	© * Program J 24 Hour Free & Confidential Hotline	© * Program J 24 Hour Free & Confidential Hotline

## SYMBOL KEY

① JD members in bold

**APPENDIX G**  
**HIGH RISK ASSESSMENT WORKSHEET**

## DOMESTIC VIOLENCE RISK ASSESSMENT FORM

Offender's Name: \_\_\_\_\_  
 Offender's DOB: \_\_\_\_\_  
 Police Department: \_\_\_\_\_  
 Officer's Name: \_\_\_\_\_  
 Report Number: \_\_\_\_\_  
 Date: \_\_\_\_\_

Victim's Name: \_\_\_\_\_  
 Victim's DOB: \_\_\_\_\_  
 Victim's home #: \_\_\_\_\_  
 Victim's cell #: \_\_\_\_\_  
 Work/Alternative #: \_\_\_\_\_  
 Victim's email: \_\_\_\_\_

*Check here if victim did not want to answer any of these questions.*

**Please provide as much information as possible to each answer. Information can also be documented in your report.**

Has the physical violence increased in severity or frequency? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have the Offender and Victim separated in last year? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Offender have firearms or immediate and easy access to firearms through friend, family member, or 3 <sup>rd</sup> party? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the Offender threatened or attempted suicide? When? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Offender used or threatened to use a lethal weapon against Victim, such as made a direct threat, or brandished a weapon in front of the victim? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is the Victim pregnant? <span style="float: right;">Visibly? Yes No</span> <input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Offender threatened to kill the Victim? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are there children living in the home that are not the Offender's? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are threats recent and detailed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the Offender committed prior violence toward others? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Offender tried to kill the Victim? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the Offender avoided past police contact, such as leaving the scene before the police arrive? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does Victim believe that Offender is capable of killing him/her? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the Offender prevented Victim from obtaining help? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Offender choked/strangled/suffocated the Victim regardless of whether or not the victim has visible injuries or lost consciousness? <small>(complete Strangulation Worksheet)</small> <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the Offender abused animals/pets? <input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Offender choked/strangled, or suffocated the Victim multiple times? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does the Offender have mental health issues? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Offender control Victim's daily activities, e.g. such as by monitoring the victim's activities or relationships, or sought to restrict or control them? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does the Offender misuse or has misused drugs/alcohol ? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Offender exhibit extreme jealousy? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is the Offender currently not employed? <input type="checkbox"/> Yes <input type="checkbox"/> No

Please list any other concerns that the Victim may have regarding safety issues:

---

If strangulation occurred, please see additional Strangulation Tool

## APPENDIX H

## ABUSED PERSON'S NOTICE OF RIGHTS

### **Abused Persons Notice of Rights**

#### *Directions to a Police Officer:*

"You have the right to appear at the superior, Probate and family, district or Boston Municipal Court, if you reside within the appropriate jurisdiction, and file a complaint requesting any of the following applicable orders: (a) an order restraining your attacker from abusing you; (b) an order directing your attacker to leave your household, building or workplace; (c) an order awarding you custody of a minor child; (d) an order directing your attacker to pay support for you or any minor child in your custody, if the attacker has a legal obligation of support; and (e) an order directing your attacker to pay for losses suffered as a result of abuse, including medical and moving expenses, loss of earnings or support, costs for restoring utilities and replacing locks, reasonable attorney's fees and other out-of-pocket losses for injuries and property damage sustained".

"For an emergency on weekends, holidays, or weeknights the police will refer you to a justice of the superior, probate and family, district, or Boston Municipal Court departments. You have the right to go to the appropriate district court or the Boston Municipal Court and seek a criminal complaint for threats, assault and battery, assault with a deadly weapon, assault with intent to kill or other related offenses. If you are in need of medical treatment, you have the right to request that an officer present drive you to the nearest hospital or otherwise assist you in obtaining medical treatment".

"If you believe that **police protection** is needed for your physical safety, you have the right to request that the officer present remain at the scene until you and your children can leave or until your safety is otherwise ensured. You may also request that the officer assist you in locating and taking you to a safe place, including but not limited to a designated meeting place for a shelter or a family member's or a friend's residence, or a similar place of safety. You may request a copy of the police incident report at no cost from the police department.

***The Officer shall leave a copy of the forgoing statement with such person before leaving the scene or premises***

## **APPENDIX H**

### **STRANGULATION WORKSHEET**

#### **STRANGULATION/SUFFOCATION SUPPLEMENTAL FORM**

**SUBMIT THIS FORM WITH YOUR INCIDENT/POLICE REPORT**

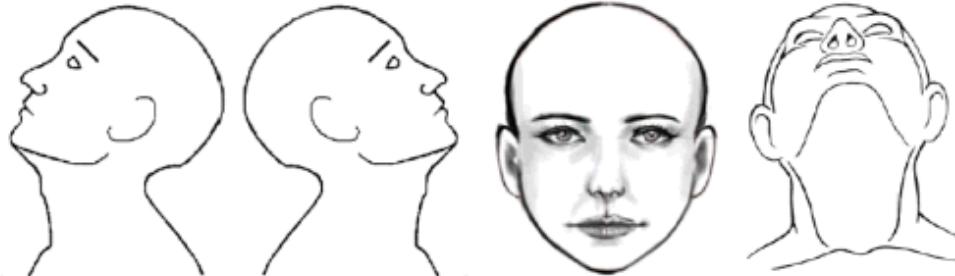
**M.G.L. ch. 265, § 15D.**

*Strangulation: the intentional interference of the normal breathing or circulation of blood by applying substantial pressure on the throat or neck of another.*  
*Suffocation: the intentional interference of the normal breathing or circulation of blood by blocking the nose or mouth of another.*

<b>INCIDENT INFORMATION</b>				
Case Number:	Date of Incident:	Today's Date:		
Form Completed by:				
<b>VICTIM INFORMATION</b>				
Name (Last, First, Middle):	DOB:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Height:	Weight:
<b>SUSPECT INFORMATION</b>				
Name (Last, First, Middle):	DOB:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Height:	Weight:
<b>METHOD AND/OR MANNER OF STRANGULATION/SUFFOCATION</b>				
1. How many times was the victim strangled/suffocated during this incident?	6. Use of ligature? <input type="checkbox"/> Yes <input type="checkbox"/> No Describe _____			
<input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three or more	Was the ligature brought to the scene? <input type="checkbox"/> Yes <input type="checkbox"/> No Taken as evidence? <input type="checkbox"/> Yes <input type="checkbox"/> No Photographed at scene? <input type="checkbox"/> Yes <input type="checkbox"/> No			
2. How was the victim strangled? Check all that apply:  <input type="checkbox"/> One hand: <input type="checkbox"/> Right Hand <input type="checkbox"/> Left Hand <input type="checkbox"/> Two hands <input type="checkbox"/> Forearm <input type="checkbox"/> Knee/Foot <input type="checkbox"/> Chokehold <input type="checkbox"/> Other/object (explain): _____	7. Estimate the level of pressure that the suspect used during strangulation? (Low) 1 2 3 4 5 6 7 8 9 10 (High)			
3. Is suspect right or left handed? <input type="checkbox"/> Right <input type="checkbox"/> Left	8. Estimate how long you were strangled? _____ seconds _____ minutes _____ Unable to estimate			
4. During strangulation/suffocation, was the victim:  Shaken <input type="checkbox"/> Yes <input type="checkbox"/> No      Straddled <input type="checkbox"/> Yes <input type="checkbox"/> No	9. Was the victim/suspect wearing jewelry? <input type="checkbox"/> Yes <input type="checkbox"/> No Who/What? _____			
5. Was the victim's head pounded against the wall, floor, table, countertop, etc.? <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, describe: _____				
<b>ADDITIONAL INFORMATION FROM THE VICTIM</b>				
1. Did the victim attempt to physically stop the strangulation/suffocation? <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, describe how: _____				
2. What did the victim say during the strangulation/suffocation? _____				
3. Did the victim injure the suspect? <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, describe how: _____				
4. What did the suspect say while strangling/suffocating the victim? _____				
5. What was the suspect's demeanor during the strangulation/suffocation? _____				
6. What did the victim think was going to happen? _____				
7. Are there any prior incidents of strangulation? _____				
8. Is the victim pregnant? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown				
<b>MEDICAL ATTENTION</b>				
Did EMS respond to evaluate the victim? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did the victim seek medical attention? <input type="checkbox"/> Yes <input type="checkbox"/> No			

VICTIM'S SYMPTOMS TO BE COMPLETED BY POLICE OFFICER				
SYMPOMS	DURING	AFTER	VOICE CHANGES	SWALLOWING CHANGES
Unable to breath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Painful to speak <input type="checkbox"/> Rasp/y/hoarse voice <input type="checkbox"/> Coughing <input type="checkbox"/> Unable to speak <input type="checkbox"/> Whispering <input type="checkbox"/> Other: _____	<input type="checkbox"/> Neck Tenderness <input type="checkbox"/> Trouble swallowing <input type="checkbox"/> Painful to swallow <input type="checkbox"/> Neck pain <input type="checkbox"/> Other: _____
Difficult to breath	<input type="checkbox"/>	<input type="checkbox"/>		
Physical pain	<input type="checkbox"/>	<input type="checkbox"/>		
Rapid Breathing	<input type="checkbox"/>	<input type="checkbox"/>		
Shallow breathing	<input type="checkbox"/>	<input type="checkbox"/>		
Coughing up blood	<input type="checkbox"/>	<input type="checkbox"/>		
Nausea	<input type="checkbox"/>	<input type="checkbox"/>		
Vomiting/dry heaving	<input type="checkbox"/>	<input type="checkbox"/>		
Dizziness	<input type="checkbox"/>	<input type="checkbox"/>	Explain other: _____ _____	
Headache	<input type="checkbox"/>	<input type="checkbox"/>		
Feel faint	<input type="checkbox"/>	<input type="checkbox"/>		
Disorientated	<input type="checkbox"/>	<input type="checkbox"/>		
Loss of consciousness? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Victim not sure				
Unexplained injury? Describe: _____				
Any change or loss of hearing during/after strangulation/suffocation? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe: _____				
Any change or loss of vision during/after strangulation/suffocation? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe: _____				
How did your body/head feel during/after strangulation/suffocation? _____				
Did the victim: <input type="checkbox"/> Urinate <input type="checkbox"/> Defecate <input type="checkbox"/> Feel the urge to do one or both?				
FACE	EYES AND EYELIDS	NOSE	EARs	MOUTH
<input type="checkbox"/> Red or flushed <input type="checkbox"/> Petechiae <input type="checkbox"/> Scratch(es) or abrasion(s) <input type="checkbox"/> Sweating <input type="checkbox"/> Bruising <input type="checkbox"/> Other:	<input type="checkbox"/> Petechiae to R eye <input type="checkbox"/> Petechiae to L eye <input type="checkbox"/> Petechiae to R eyelid <input type="checkbox"/> Petechiae to L eyelid <input type="checkbox"/> Blood in eyeball(s) <input type="checkbox"/> Other:	<input type="checkbox"/> Petechiae <input type="checkbox"/> Scratch(es) or abrasions(s) <input type="checkbox"/> Swelling <input type="checkbox"/> Other:	<input type="checkbox"/> Petechiae on ear(s) <input type="checkbox"/> Bleeding from ear(s) <input type="checkbox"/> Bruising/discoloration/petechiae behind ear(s) <input type="checkbox"/> Swelling <input type="checkbox"/> Other:	<input type="checkbox"/> Bruise(s) <input type="checkbox"/> Swollen tongue <input type="checkbox"/> Swollen lip (s) <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Petechiae in palate <input type="checkbox"/> Other:
UNDER CHIN	CHEST	SHOULDERS	NECK	HEAD
<input type="checkbox"/> Redness <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Lacerations <input type="checkbox"/> Bruise(s) <input type="checkbox"/> Fingernail impression (s) <input type="checkbox"/> Other:	<input type="checkbox"/> Redness <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Laceration(s) <input type="checkbox"/> Bruise(s) <input type="checkbox"/> Other:	<input type="checkbox"/> Redness <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Laceration(s) <input type="checkbox"/> Bruise(s) <input type="checkbox"/> Other:	<input type="checkbox"/> Redness <input type="checkbox"/> Tenderness/pain <input type="checkbox"/> Finger mark(s) <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Fingernail impression (s) <input type="checkbox"/> Bruise(s) <input type="checkbox"/> Ligature mark (s) pulled <input type="checkbox"/> Petechiae <input type="checkbox"/> Swelling <input type="checkbox"/> Other:	<input type="checkbox"/> Petechiae on scalp or head <input type="checkbox"/> Laceration(s) <input type="checkbox"/> Scratch(es)/Abrasion(s) <input type="checkbox"/> Hair pulled <input type="checkbox"/> Bump(s) <input type="checkbox"/> Other:

**DIAGRAM ALL INJURIES ON VICTIM**



Explain any other injuries or symptoms: \_\_\_\_\_

OFFICER CHECKLIST	
<input type="checkbox"/> If strangled/suffocated with object(s), photograph objects and collect for evidence. <input type="checkbox"/> Document where the object(s) were found in the incident report. <input type="checkbox"/> Determine if jewelry was worn by either party. Photograph/look for patterns and photograph. <input type="checkbox"/> If defecation or urination in clothes, collect clothes as evidence.	<input type="checkbox"/> If victim vomited, take a photo of the vomit. <input type="checkbox"/> Advise on future symptoms (headaches, throat/neck pain etc.) Advise victim that they should not be alone for 24 hours. <input type="checkbox"/> Photograph suspect: hands, arms, face, chest and any areas where suspect states any injuries/contact occurred.

Adapted by Jeanne Geiger Crisis Center from the Family Justice Center Alliance, National Strangulation Training Institute.  
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## **APPENDIX I**

### **NOTICE TO DEFENDANT FORM**

#### **NOTICE TO DEFENDANT\* REGARDING ABUSE PREVENTION (RESTRANDING) ORDER.**

#### **THIS IS INFORMATION ABOUT THE ABUSE PREVENTION ORDER THAT MAY HELP YOU UNDERSTAND THE TERMS OF THE ORDER. PLEASE READ THE ORDER CAREFULLY.**

**A restraining order is a court order.** This means that ONLY a judge can change the order. The person who requested the order **CANNOT** change or end the order without returning to court. Even if the plaintiff\*\* requests, agrees to, or allows you to do things forbidden by the order, you will be in violation of the restraining order unless a judge has changed it to permit the conduct.

**A restraining order is a civil order but a violation of the order is a criminal offense.** If you are found guilty of violating a restraining order, you can go to jail for up to 2 ½ years and / or be placed on probation. A criminal conviction (even a continuance without a finding) can (among other things) affect your ability to obtain employment, public housing, or citizenship, or subject you to deportation. If the police observe a violation of a restraining order or have probable cause to believe that you have violated the restraining order, the police are required to arrest you. If you are on probation, violation of a restraining order could also be a violation of your probation.

##### **If you are ordered not to abuse the plaintiff, this means that:**

- You cannot physically assault or threaten the plaintiff.
- You cannot do anything that gives the plaintiff reason to fear that you might cause the plaintiff physical harm.
- You must not use force or a threat of any kind to make the plaintiff have sex unwillingly.

##### **If you are ordered to have no contact with the plaintiff, this means that:**

- You cannot live with the plaintiff.
- You must stay away from the plaintiff at the distance indicated on the order, usually a stated number of feet or yards.
- You cannot contact the plaintiff in any way. This includes, but is not limited to, phone calls, text messages, emails, cards, and gifts. You may not contact the plaintiff through friends, relatives (including children), neighbors, or anyone else, or by sending or posting messages on Facebook, Twitter, SnapChat, LinkedIn, or any other social network site, unless specifically allowed in the restraining order.
- If you are somewhere and the plaintiff comes to that same location, you must leave that place as quickly as possible, even if you were there first.

##### **If you are ordered to leave a residence, this means that:**

- You must leave the residence immediately and stay away from that address while the order is in effect. You must stay away from the address even if the plaintiff is not there. If the residence is an apartment, you may be ordered to stay away from the entire building, even if the lease is in your name.
- You cannot damage the residence in any way.
- You cannot shut off any utilities or interrupt mail delivery to the plaintiff. These orders apply even if the lease and / or utilities are in your name.

##### **If you are ordered to stay away from the plaintiff's work, this means:**

- You must stay away from the place where the plaintiff works as long as the order is in effect. You must stay away from that address even if the plaintiff is not there at the time.

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\* The defendant is the person the order is issued against.

\*\* The plaintiff is the person who asked the court to issue the order.

FA-17 (8/14)

**If you are ordered to surrender firearms, this means:**

- You must immediately transfer possession of any firearms, ammunition, license to carry firearms, or firearms identification card that you have to the police department listed on the order.
- You may not purchase any firearms or ammunition while the order is in effect.

**If the plaintiff has been given custody of children, this means:**

- The children will live with the plaintiff unless or until a judge changes that order.

**If you are ordered to have no contact with the children, this means that:**

- You must stay so many feet or yards away from the children (the distance is listed on the order). You cannot have contact with the children while the order is in effect, unless and until the Probate & Family Court permits such contact.
- The order may say that you must stay so many feet or yards away from a child's school or daycare.
- If you are permitted to have contact with the children but not the plaintiff, and the children live with the plaintiff, you must be careful to speak only to the children. You cannot speak to or have any contact with the plaintiff. You must follow the rules permitting contact with the children closely, including how and when you may contact the children. You should not call the home telephone unless the order specifically allows you to call that number.
- If after the District, Boston Municipal, or Superior Court has issued a restraining order, you and the plaintiff are in Probate & Family Court on a family case, a Probate & Family Court judge has the authority to change or even end the restraining order if necessary to eliminate any conflict between the restraining order and the order issued in the Probate & Family Court matter. For example, if a Probate & Family Court judge grants a parenting schedule, then the Probate & Family Court judge can change the "no contact" provision in the restraining order to allow the parenting schedule, and can also change the "stay away" provision in the restraining order to allow for specific times for pickup and return. All of the other parts of the restraining order that do not conflict with the Probate & Family Court order shall remain in effect.

**How do I get my things?**

If you have been ordered to stay away from your home, the order may permit you to go with the police to pick up your personal belongings at a time agreed to by the plaintiff. You must contact the local police to arrange a time that they can go with you to get your clothes and other things you may need.

**IMPORTANT THINGS TO KNOW:**

The date for the next court hearing is listed on the second page of the restraining order. The name and location of the court that issued the order is listed at the top left hand corner of the order. During the hearing the judge will listen to evidence presented by both sides and decide if the restraining order should continue in its present form, be changed in some way(s), or be terminated (ended). If you do not appear at this hearing after receiving notice and the plaintiff appears, the order may be extended for one year.

If you want to change or end the restraining order after it has been issued, you can go to the court that issued the restraining order to file a request that the judge make changes or end the order. The courts are generally open Monday to Friday from 8:30 a.m. - 4:30 p.m. Once the order has issued after a hearing, a judge will only change the restraining order if you show that there has been a change in circumstances. To ask to end an order before the termination date, you have to prove to a judge that there has been a significant change in circumstances. Court staff in the Clerk's or Register's Office can assist you in filing the necessary documents to make this request. After you file your request, a hearing may be scheduled and the plaintiff will be given notice of the hearing. The court staff will let you know if they will notify the plaintiff of the hearing or if you need to send the plaintiff notice of the hearing date by mail.

## **APPENDIX J**

### **BATTERER'S INTERVENTION LISTINGS**

#### **Massachusetts Certified Batterer Intervention Programs**

For more information: [www.mass.gov/batterer-intervention](http://www.mass.gov/batterer-intervention)

Contact the program director to learn more about the group schedule, locations and fee schedule.

#### **GREATER BOSTON AREA**

##### **Bay State Community Services**

###### **Project Safe**

**1120 Hancock St**

**Quincy MA 02169**

Phone: 617-471-8400 ext. 129

Fax: 617-773-6904

Director: Martha Cooke

Email: [mcooke@baystatecs.org](mailto:mcooke@baystatecs.org)

Language(s) Served: English

Also Serves Adolescent Perpetrators

Group Site(s): Quincy

[www.baystatecs.org/prevention-ps.html](http://www.baystatecs.org/prevention-ps.html)

###### **Group schedule:**

Tuesday 7:00 – 9:00PM

Thursday 5:30-7:30PM

Saturday 8:15-10:15 AM

##### **Billings Human Services**

###### **Project Safe**

**19 Central Street,**

**Norwood, MA 02062**

Phone: 781-762-0060

Fax: 781-762-0602

Director: Martha Cooke

Email: [mcooke@baystatecs.org](mailto:mcooke@baystatecs.org)

Language(s) Served: English

Also Serves: Adolescent Perpetrators

Group Site(s): Norwood

[www.baystatecs.org/prevention-ps.html](http://www.baystatecs.org/prevention-ps.html)

###### **Group schedule:**

Wednesday 6:00-8:00PM

Thursday 7:00-9:00PM

##### **Common Purpose**

**455 Arborway**

**Jamaica Plain, MA 02130-3623**

Phone: 617-522-6500

Fax: 617-522-6595

Co-Directors: Mitch Rothenberg, Tony Burns

Email: [commonpurposeinc@aol.com](mailto:commonpurposeinc@aol.com)

Language(s) Served: English, Haitian Creole

Group Site(s): Cambridge, Dorchester, Jamaica Plain, Quincy

[www.commonpurpose.com](http://www.commonpurpose.com)

###### **Group schedule:**

Tuesday 6:00 – 8:00 PM Quincy

1:00-3:00 PM Jamaica Plain

Wednesday 12:00 – 2:00 PM Jamaica Plain

6:30 – 8:30 PM Cambridge

5:00 – 7:00 PM Jamaica Plain

Thursday	7:00 – 9:00 PM	Jamaica Plain
	6:00-8:00 PM	Jamaica Plain

**Emerge**  
**2464 Massachusetts Avenue, Suite 101**  
**Cambridge, MA 02140**  
Phone: 617-547-9879  
Fax: 617-547-0904  
Co-Directors: David Adams, Susan Cayouette  
Email: [info@emergedv.com](mailto:info@emergedv.com)  
Language(s) Served: English, Spanish, Vietnamese  
Cultural Group(s): Lesbians, Gay Men  
Group Site(s): Cambridge, Roxbury  
[www.emergedv.com/](http://www.emergedv.com/)

**Group schedule:**  
**Cambridge**  

Monday	6:30-8:30 PM	Gay Men
Tuesday	11:00-1:00 PM	Initial
	11:00-1:00 PM	On-going
	11:00-1:00 PM	On-going
Wednesday	6:00-8:00 PM	On-going
	6:30-8:30 PM	Lesbian
Thursday	5:45-7:45 PM	Initial
	6:00 – 8:00 PM	On-going
	6:30 – 8:30 PM	Lesbian
	8:00-10:00 PM	On-going
	5:45-7:45 PM	On-going
Saturday	9:00-11:00 am	On-going (Spanish )
	11:00-1:00 PM	Initial (Spanish )
	9:00-11:00 am	(Vietnamese)

  
**Roxbury**  

Wednesday	5:00-7:00PM	Initial
	7:00-9:00PM	Ongoing

##### **Massachusetts Alliance of Portuguese Speakers (MAPS)**

**1046 Cambridge Street,**

**Cambridge, MA 02139**

Phone: 617-864-7600

Fax: 617-864-7621

Program Contact: Alirio Perreira

Email: [apereira@maps-inc.org](mailto:apereira@maps-inc.org)

Language(s) Served: Portuguese, (Cape Verdean Creole upon need)

Group Site(s): Somerville

<http://www.maps-inc.org/>

**Group schedule:**  
Wednesday 6:00-8:00 PM (Portuguese)

## CENTRAL

**New Hope, Inc.**  
**RESPECT**  
**91 Prescott Street**  
**Worcester MA 01605**  
Phone: 508-753-3146  
Toll free 877-222-0083  
Fax: 508-753-3148  
Site Director: Amanda Lison  
Email: [alison@new-hope.org](mailto:alison@new-hope.org)  
Language(s) Served: English, Spanish Portuguese  
Group Site(s): Worcester  
[www.new-hope.org/respect.html](http://www.new-hope.org/respect.html)

**Group schedule:**  
Monday 5:30-7:30 PM  
7:30-9:30 PM  
6:00-8:00 PM (Spanish)

Wednesday 5:30-7:30 PM  
7:30-9:30 PM

Sunday 10:00 AM-12:00 PM

**Proteus**  
**Behavioral Health Network**  
**96 South Street**  
**Ware, MA 01082**  
Phone: 413-967-6241  
For intakes contact: 413-579-7569  
Fax: 413-967-9807  
Director: JAC Patrissi  
Email: [judith.patrissi@bhninc.org](mailto:judith.patrissi@bhninc.org)  
Language(s) Served: English  
Group Site(s): Ware  
[www.bhninc.org](http://www.bhninc.org)

**Group schedule:**  
Wednesday 6:00 – 8:00 PM (English)

**Spectrum Health Systems, Inc.**  
**P.A.V.E.**  
**40 Spruce Street**  
**Leominster, MA 01453**  
Phone: 978-466-3820 X 4238  
Fax: 978-466-5063  
Director: Maureen Casey  
Email: [maureen.casey@spectrumhealthsystems.org](mailto:maureen.casey@spectrumhealthsystems.org)  
Language(s) Served: English, Spanish  
Group Site(s): Fitchburg, Framingham, Marlborough, Milford, Southbridge, Worcester  
[www.spectrumsys.org/programs/domestic-violence](http://www.spectrumsys.org/programs/domestic-violence)

**Group schedule:**  
Worcester  
Monday 3:00-5:00 PM (Female)  
5:30-7:30 PM  
Tuesday 3:00-5:00 PM (LGBTQ/Female)

Wednesday	5:30-7:30 PM
	5:30-7:30 PM (Spanish)
Thursday	5:30-7:30 PM
Saturday	8:00-10:00 AM
<u>Leominster</u>	
Monday	9:00-11:00 AM
	7:00-9:00 PM
Wednesday	4:30-6:30 PM
	6:30-8:30PM
<u>Framingham</u>	
Tuesday	6:00-8:00 PM
<u>Marlborough</u>	
Thursday	5:30-7:30 PM
<u>Milford</u>	
Monday	3:00-5:00PM
Wednesday	5:30-7:30 PM
<u>Southbridge</u>	
Tuesday	5:30-7:30 PM
Thursday	5:30-7:30 PM

## WEST

**Domestic Violence Program**  
**Gandara Mental Health**  
**85 St George Road**  
**Springfield, MA 01104**  
Phone: 413-846-0418  
413-732-2120 ext. 204 & 205  
Fax: 413-732-2125 or 413-736-8334  
Director: Madeline Aviles-Hernandez  
Email: [maviles hernandez@gandaracenter.org](mailto:maviles hernandez@gandaracenter.org)  
Language(s) Served: English, Spanish  
Group Site(s): Springfield, Greenfield

**Group schedule:**  
Monday 6:00-8:00 PM  
Tuesday 6:00-8:00 PM  
Wednesday 5:00-7:00 PM (Spanish)  
5:30-7:30 PM (Greenfield)  
Friday 5:00-7:00 PM  
6:00-8:00 PM  
Saturday 8:30-10:30 AM  
11:00-1:00 PM

**Moving Forward Program**  
**ServiceNet, Inc.**  
**55 Federal Street, Suite 115**  
**Greenfield, MA 01301**  
413-587-9050 or toll-free 1-888-636-9050  
Director: Alaina Mango  
Email: [amango@servicenet.org](mailto:amango@servicenet.org)  
Language(s) Served: English  
Group Site(s): Athol, Greenfield, Belchertown, Northampton  
[www.servicenet.org/clinical/moving-forward](http://www.servicenet.org/clinical/moving-forward)

**Group schedule:**  
Greenfield  
Tuesday 6:00-8:00 PM

Athol  
 Wednesday 3:30 – 5:50 PM  
 6:00-8:00 PM

Northampton  
 Wednesday 6:00 – 8:00 PM  
 Thursday 6:30-8:30 PM

Belchertown  
 Tuesday 6:00-8:00 PM

**Office of Community Corrections**  
**Berkshire County Community Corrections Center**  
**163 Fourth Street**  
**Pittsfield, MA 01201**  
 Phone: 413-358-4321  
 Fax: 413-443-5751  
 Berkshire Corrections Center Manager: Kyle Schadler  
 IPAEP Coordinator: Teri Trufant  
 Email: [Kyle.Schadler@jud.state.ma.us](mailto:Kyle.Schadler@jud.state.ma.us)  
 Language (s) Served: English  
**Group schedule:**  
 Tuesday 6:30pm – 8:30pm  
 Thursday 6:30pm – 8:30pm

## **NORTHEAST**

**Holy Family Hospital**  
**Family Safety Project**  
**70 East Street (mailing address only)**  
**Methuen, MA 01844**  
 Phone: 978-989-9042  
 Fax: 978-989-9493  
 Director: Michele Penta  
 email: [michele.penta@steward.org](mailto:michele.penta@steward.org)  
 Language Served: English, Spanish  
 Group Site(s): Gloucester, Haverhill, Lawrence, Lowell, Newburyport  
<http://steward.org/Holy-Family/Services-and-Clinical-Centers/Family-Safety-Project/Family-Safety-Project>  
**Group schedule:**  
Lowell  
 Monday 5:00-7:00 PM  
 7:00-9:00 PM  
 Tuesday 5:30-7:30 PM  
 7:30-9:30 PM  
Lawrence  
 Monday 5:30-7:30 PM (Spanish)  
 6:00-8:00 PM  
 Tuesday 5:30 – 7:30 pm (Spanish)  
 Wednesday 8:30-10:30 AM  
 5:30-7:30 PM  
Newburyport

Monday 6:00-8:00 PM

Haverhill  
 Monday 6:00-8:00 PM  
 8:00-10:00 PM  
 Tuesday 5:30-7:30 PM

**Eliot Community Human Services**  
**Impact Batterer Intervention Program**  
**71 Linden Street, Lynn, MA 01902**  
**52 Sharon Street, Malden, MA 02148**  
 Phone (Business Cell) 781-864-4753  
 Fax: 857-288-4570  
 Email: [dellis@Eliotchs.org](mailto:dellis@Eliotchs.org)  
 Group Sites : Lynn, Malden, Gloucester  
 Language(s) Served : English  
[www.eliotchs.org](http://www.eliotchs.org)

**Group schedule:**

Lynn  
 Tuesday 5:00-7:00 PM (On-going)  
 5:15-7:15 PM (Initial)  
 7:15-9:15 PM (On-going)  
 7:30-9:30 PM (On-going)  
Thursday 5:00-7:00 PM (On-going)  
 7:30-9:30 PM (Initial)

Malden  
 Wednesday 5:45-7:45 PM (Ongoing)  
 8:00-10:00 PM (Initial)

Gloucester  
 Monday 6:00-8:00PM

## **SOUTHEAST**

**Family and Community Resources, Inc.**  
**Batterer Intervention Program**  
**Brockton Office:**  
**250 Belmont Street**  
**Brockton, MA 02301**  
 Phone: 508-584-2207  
 Fax: 508-584-2185  
 Coordinator: Catherine Stowe  
 Email: [catherine.stowe@fcr-ma.org](mailto:catherine.stowe@fcr-ma.org)  
 Case Manager: Sara Keough  
 Language(s) Served: English, Spanish, Cape Verdean Creole, Portuguese  
 Group Site(s): Brockton, Martha's Vineyard, Hyannis, Nantucket  
[www.fcr-ma.org](http://www.fcr-ma.org)  
**Group schedule:**  
Brockton  
 Monday 6:00-8:00 PM  
 8:00 - 10:00 PM  
 Tuesday 6:00 - 8:00 PM (Spanish/Portuguese/Cape Verdean Creole)  
 Thursday 6:00-8:00 PM  
 8:00-10:00 PM

**Hyannis MA Office:**  
Phone: 508-778-0927  
Fax: 508-771-1935  
Coordinator: Catherine Stowe  
Email: catherine.stowe@fcr-ma.org  
Language(s) Served: English

Hyannis  
Monday 5:30-7:30 PM  
7:30-9:30 PM

Martha's Vineyard  
Every Other Sunday 2:30-4:30 PM

Nantucket  
Every Other Sunday 2:30-4:30 PM

**Stanley Street Treatment and Resources (S.S.T.A.R.)**  
**Batterer Intervention Program**

**386 Stanley Street**  
**Fall River, MA 02720**  
Phone: 508-324-3597  
Fax: 508-676-3761  
Director: Dan Buckley  
Email: dbuckley@sstar.org  
Language(s) Served: English, Portuguese  
Group Site(s): Fall River  
[www.sstar.org/site/BIP.asp](http://www.sstar.org/site/BIP.asp)

**Group schedule:**

Monday 11:00 AM – 1:00 PM  
1:00 PM – 3:00 PM  
5:30-7:30 PM  
7:30-9:30 PM

Tuesday 4:30-6:30 PM (Portuguese)  
6:30-8:30 PM

**High Point Treatment Center**  
**Stop Taking Others' Power (STOP)**  
**68 Front Street**  
**New Bedford, MA 02740**  
Phone: 508-717-0522  
Fax: 508-994-0745  
Director: Dan Buckley  
Email: DBuckley@HPTC.ORG  
Language(s) Served: English, Spanish  
Group Site(s): New Bedford, Wareham, Plymouth  
[www.hptc.org/Brochures/bip.pdf](http://www.hptc.org/Brochures/bip.pdf)

**Group schedule:**

New Bedford  
Monday 4:30-6:30 PM (Spanish speakers)  
Wednesday 4:00-6:00 PM  
6:00-8:00 pm  
Thursday 4:30-6:30 PM  
6:30-8:30 PM  
Saturday 8:00 AM-10:00 AM  
10:00 AM-12:00 PM  
12:30-2:30 PM

Onset  
Monday 5:00-7:00 PM

Plymouth  
Monday 5:30-7:30 PM  
7:30-9:30 PM

**New Hope, Inc.**  
**RESPECT**  
**140 Park Street**  
**Attleboro, MA 02703**  
Phone: 508-226-8286 or toll free: 877-222-0083  
Fax: 508-226-6917  
Site Director: Amanda Lison  
Email: alison@new-hope.org  
Language(s) Served: English  
Group Site(s): Attleboro, Franklin, Taunton  
[www.new-hope.org/respect.html](http://www.new-hope.org/respect.html)

**Group schedule:**

Taunton  
Monday 5:30-7:30 PM  
7:30-9:30 PM

Attleboro  
Tuesday 5:30-7:30 PM  
7:30-9:30 PM

Franklin  
Saturday 9:30-11:30 AM

**Revised 09.09.2016**

## **APPENDIX K**

### **SEXUAL ASSAULT NURSE EXAMINER SITES**

<b>SEXUAL ASSAULT NURSE EXAMINER PROGRAM DESIGNATED SITES AND STAFF CONTACT INFORMATION</b>	
<p><b><u>Designated Boston Area SANE Sites:</u></b></p> <p>Boston Medical Center Brigham and Women's Beth Israel Deaconess Cambridge Hospital Children's Hospital Boston Massachusetts General Hospital Newton Wellesley Hospital MetroWest Medical Center*</p> <p>*Receiving MA TelesANE services through the National TeleNursing Project</p>	<p><b>Regional Coordinator</b> <b><u>Claire Shastany, RN, SANE</u></b> Phone: (781) 718-9164 Fax: (617) 624-5715 E-Mail: Claire.Shastany@state.ma.us</p> <p><b>Boston Operational Coordinator</b> <b><u>Laurie Ferguson, RN, SANE</u></b> Phone: (781) 718-6731 Fax: (617) 624-5715 E-Mail: Laurie.Ferguson@state.ma.us</p>
<p><b><u>Designated Northeastern SANE Site:</u></b></p> <p>Lawrence General Hospital Lowell General Hospital</p>	<p><b>Regional Coordinator:</b> <b><u>Deb Perry, RN, CEN, SANE</u></b> Phone: (978) 478-8138 Fax: (617) 624-5715 E-Mail: Deborah.Perry@state.ma.us</p>
<p><b><u>Designated Southeastern SANE Sites:</u></b></p> <p>Beth Israel Deaconess – Plymouth (Jordan) Brockton Hospital Charlton Memorial Hospital Morton Medical Center South Shore Hospital St. Luke's Hospital Tobey Hospital St. Anne's Hospital*</p> <p>*Receiving MA TelesANE services through the National TeleNursing Project</p>	<p><b>Regional Coordinator:</b> <b><u>Kristi Holden, RN, BSN, SANE</u></b> Phone: (774) 274-0757 Fax: (617) 624-5715 Email: Kristi.Holden@state.ma.us</p>
<p><b><u>Designated Central Massachusetts SANE Sites:</u></b></p> <p>Harrington Memorial Hospital Milford Regional Medical Center St. Vincent's Hospital UMASS Memorial Hospital UMASS University Hospital</p>	<p><b>Regional Coordinator:</b> <b><u>Jennifer Powell, RN, BSN, SANE</u></b> Phone: (508) 688-4402 Fax: (617) 624-5715 Email: Jennifer.Powell@state.ma.us</p>
<p><b><u>Designated Western Mass. SANE Sites:</u></b></p> <p>Baystate Medical Center Berkshire Medical Center Cooley Dickinson Hospital Mercy Medical Center UMASS Amherst University Health Services Wing Memorial Hospital</p>	<p><b>Regional Coordinator:</b> <b><u>Mary Walz-Watson, RN, BS, SANE</u></b> Phone: (857) 207-0789 Fax: (617) 624-5715 Email: Mary.Walz-Watson@state.ma.us</p>
<p><b><u>Designated Cape/Islands SANE sites:</u></b></p> <p>Cape Cod Hospital Falmouth Hospital Nantucket Cottage Hospital</p>	<p><b>Regional Coordinator:</b> <b><u>Kathleen Ecker, MSN, NP-BC, Pediatric and Adult SANE</u></b> Phone: (774) 274-0944 Fax: (617) 624-5715 E-Mail: Kathleen.Ecker@state.ma.us</p>

**SEXUAL ASSAULT NURSE EXAMINER PROGRAM  
DESIGNATED SITES AND STAFF CONTACT INFORMATION**

**Joan Meunier-Sham, MS, RN**  
**Director**  
**MA SANE Program**  
Massachusetts SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Phone: (781) 718-9107  
Fax: (617) 624-5715  
E-Mail: [Joan.Sham@state.ma.us](mailto:Joan.Sham@state.ma.us)

**Jennifer Bastin**  
**Program Operations Coordinator**  
Massachusetts SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Office: (617) 624-6052  
Fax: (617) 624-5715  
E-Mail: [Jennifer.bastin@state.ma.us](mailto:Jennifer.bastin@state.ma.us)

**Katherine Dudich, RN, MS, JD**  
**Pediatric Associate Director**  
Massachusetts SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Phone (617) 624-5458  
Fax: (617) 624-5715  
E-Mail: [Katherine.B.Dudich@state.ma.us](mailto:Katherine.B.Dudich@state.ma.us)

**Cheryl Re, RN, BSN, SANE**  
**Associate Director**  
**Adult and Adolescent SANE**  
**MA SANE Program**  
Massachusetts SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Phone: (413) 265-8559  
Fax: (617) 624-5715  
Email: [Cheryl.Re@state.ma.us](mailto:Cheryl.Re@state.ma.us)

**Karen Hazard, RN, BS, SANE**  
**Training and Outreach Coordinator**  
Massachusetts SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Phone (339) 440-1476  
Fax: (617) 624-5715  
E-Mail: [Karen.Hazard@state.ma.us](mailto:Karen.Hazard@state.ma.us)

**Cynthia Moore, PNP, SANE**  
**Pediatric SANE Clinical Coordinator**  
MA SANE Program  
MA Department of Public Health  
Boston, MA 02108  
Phone (781) 400-4313  
Fax: (617) 624-5715  
Email: [Cynthia.moore@state.ma.us](mailto:Cynthia.moore@state.ma.us)



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## Massachusetts SANE Sites and Children Advocacy Centers

