

**Sexual Assault Prevention and Crisis Services (SAPCS)
Minimum Service Standards Verification Form**

Complete **ONLY** if your organization is **NOT** a current SAPCS-State Grantee

Applicants may submit additional documents needed to show how their organization meets the minimum standards. **No identifying victim information should be submitted.**

Sexual Assault Program (SAP) Name

Authorized Official Name

1) Sexual Assault Hotline Number

2) Identify the organization's website where the hotline is published. The website link must go directly to where this service is detailed.

3) Identify public directories (such as phone books, etc.) in which the hotline is published.

4) Describe how the organization responds to callers who are deaf, hearing impaired or with limited English proficiency. Organizations may attach documentation on TTY (Text Telephone) or language lines.

5) Identify the organizations' material(s) which show Crisis Intervention is provided to adult survivors of stranger and non-stranger sexual assault. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

6) Describe how the organization meets the following standard: Crisis Intervention means an immediate, supportive response in order to reduce acute distress, begin stabilization, and assist in determining next steps.

7) Describe how the organization meets the following standard: The SAP's must provide Crisis Intervention 24 hours/day, 7 days/week via the 24-hour crisis hotline and via Accompaniment to hospitals, law enforcement officers, prosecutors' offices and courts. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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8) Identify the organizations' materials which show Crisis Intervention is available on a walk-in basis during the SAP's regular hours of operation. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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9) Describe how the organization meets the following standard: SAP's must provide Public Education to increase knowledge of the dynamics of sexual violence, its causes and consequences, and of services available through the sexual assault program. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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10) Describe how the organization meets the following standard: SAP Public Education means workshops, speaking engagement, and distribution of printed materials.

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11) Describe how the organization meets the following standard: SAP employees/volunteers must provide Crisis Intervention, and information and referral to individuals making a sexual assault-related outcry at a Public Education event.

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12) Identify the organizations' materials which show Advocacy is provided to adult survivors of stranger and non-stranger sexual assault. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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13) Describe how the organization meets the following standard: Advocacy means providing assistance on behalf of a survivors of sexual violence with third parties (e.g., schools, employers, law enforcement agencies, housing authorities, health care professionals, prosecutors; offices, CVC).

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14) Describe how the organization meets the following standard: The SAP must provide Advocacy 24 hours/day, 7 days/week via the 24-hour crisis hotline and via Accompaniment to hospitals, law enforcement offices, prosecutors' offices and courts. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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15) Identify the organization's materials which show Advocacy is available on a walk-in basis during the SAPs regular hours of operation. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

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16) Describe how the organization meets the following standard: SAP employees/volunteers must orient survivors of sexual violence to their constitutional and statutory rights and assist survivors in securing those rights.

17) Identify the organization's materials which show accompaniment to hospitals, law enforcement offices, prosecutors; offices and courts is provided to adult survivors of stranger and non-stranger sexual assault. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

18) Describe how the organization meets the following standard: Accompaniment to hospitals, law enforcement offices, prosecutors offices and courts means in-person support, assistance and provision of information about crime victims' rights during the survivors' interaction with medical or criminal justice professionals at hospitals, law enforcement offices, prosecutors' offices and courts. To qualify as an Accompaniment to a hospital, a minimum of 45 minutes must be spent with the survivor.

19) Describe how the organization meets the following standard: The SAP must provide hospital accompaniment services for survivors of sexual violence for sexual assault medical forensic exams 24/hours day, 7 days/week. Organizations may 1) attach their organization's brochure or other document that is routinely distributed to the public which highlights this service. The organization's name must be on the document provided; or 2) provide a link to the organization's website that goes directly to where this service is detailed.

20) Describe how the organization meets the following standard: The SAP must have a system in place to accommodate multiple or overlapping requests for accompaniment to a hospital.

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21) Describe how the organization meets the following standard: SAPs shall initiate, lead, or be a key participant in a sexual assault response team (SART). A sexual assault response team includes, at a minimum, the following core members who are first responders as identified in the Office for Victims Crime SART Toolkit: community-based advocates, law enforcement, and forensic medical examiners including sexual assault nurse examiners.

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22) New Sexual Assault Program Applicants must attach a training agenda that meets the OAG's SATP training requirements contained in the SATP Certification guide.

23) Attachment Checklist (The Authorized Official must initial for each applicable attachment submitted)

Initial:	Organization's Brochure, or other documents highlighting services as required by several of the minimum standards detailed above.
Initial:	Training Agenda

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The undersigned certifies that the information contained in this SAPCS Minimum Service Standards Verification Form is true and correct to the best of his or her knowledge.

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Date	SAP Authorized Official Signature
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