



## **ISVA Services**

# **Nottinghamshire Referral Pathway for Survivors and All Agencies**

## Referral Pathway for Survivors and All Agencies to the Independent Sexual Violence Advisor Services

### Independent Sexual Violence Advisor Service ISVA

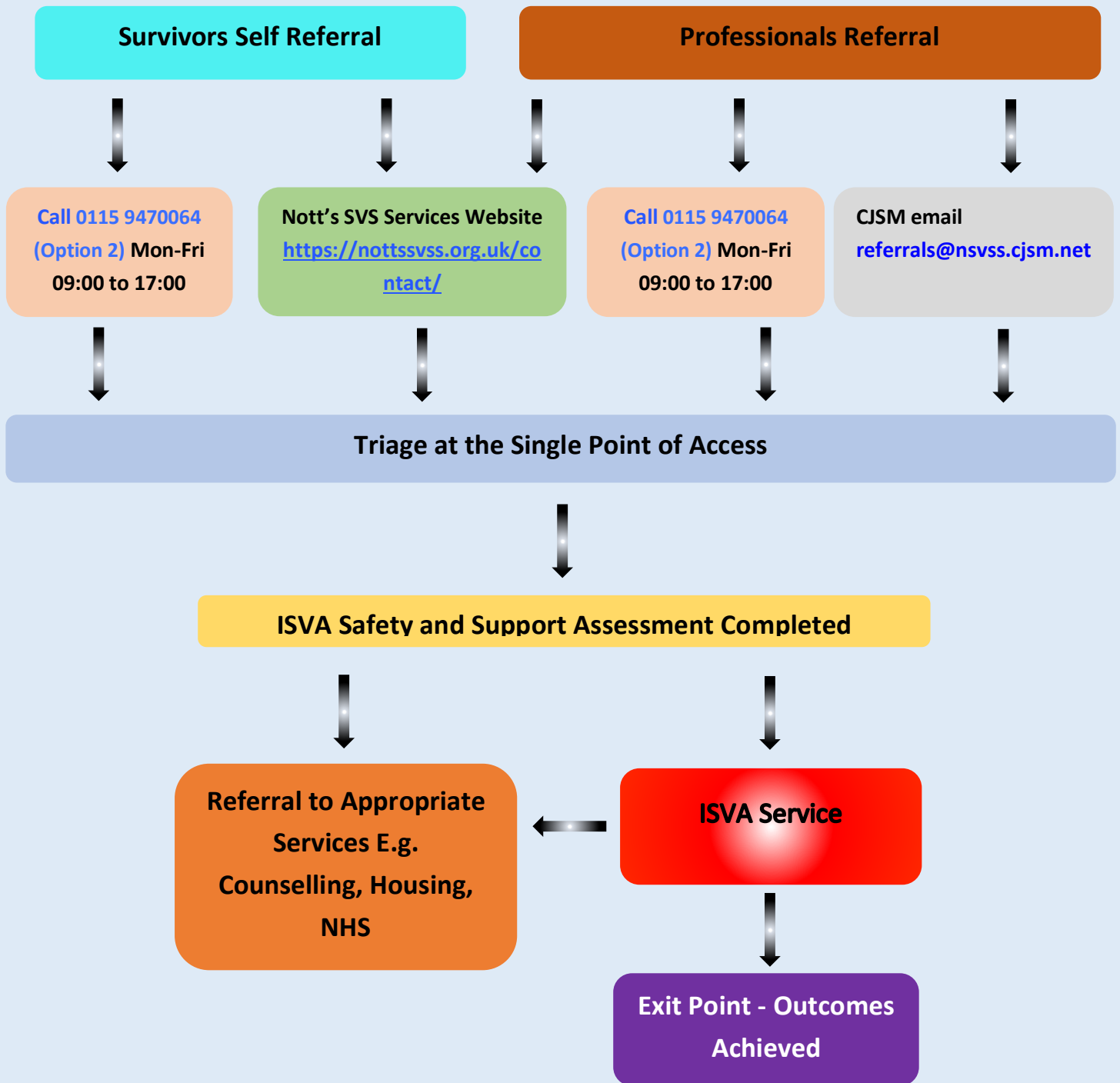
Offers practical support to anybody aged 18 and over who has experienced sexual violence. They can assist in understanding survivor’s rights and the services survivors can access. The ISVA can accompany and support survivors through the criminal justice process and any subsequent Court proceedings. They can also help with practical matters, such as housing, benefits, health services etc.

- 1) Contacting & Referring to the ISVA Services** There are 3 simple secure referral options:
- ✓ CJSJ secure email [referrals@nsvss.cjsm.net](mailto:referrals@nsvss.cjsm.net)
  - ✓ Nott’s SVS Services secure website <https://nottssvss.org.uk/contact/> for survivors who wish to self-refer and professional referrals
  - ✓ Survivors and professional’s helpline to make a referral and/or access information **0115 9470064 (Option 2)** Mon-Fri 09:00 to 17:00 (answerphone available outside these hours)

<b>CJSJ Email</b>	<p>Professionals with a CJSJ email can make email enquiries and send referrals to the ISVA Services 7 days per week to our secure email address <a href="mailto:referrals@nsvss.cjsm.net">referrals@nsvss.cjsm.net</a> where a response is offered Monday to Friday between the hours of 09:00 and 17:00</p>
<b>Nott’s SVS Services Website</b>	<p>Information about Nott’s SVS Services is available on our website <a href="https://nottssvss.org.uk/">https://nottssvss.org.uk/</a></p> <p>Professionals and survivors can make professional and self referral via our secure online portal <a href="https://nottssvss.org.uk/contact/">https://nottssvss.org.uk/contact/</a></p>
<b>Telephone</b>	<p>Survivors and professionals telephone helpline to make a referral and/or access information <b>0115 9470064 (Option 2)</b> Mon-Fri 09:00 to 17:00 (answerphone available outside these hours)</p>

2) **Contacting & Referring to the ISVA Services** There are 3 simple secure referral options:

- ✓ CJSM secure email [referrals@nsvss.cjsm.net](mailto:referrals@nsvss.cjsm.net)
- ✓ Nott's SVS Services secure website <https://nottssvss.org.uk/contact/> for survivors who wish to self-refer and professional referrals
- ✓ Survivors and professionals telephone helpline to make a referral and/or access information **0115 9470064 (Option 2) Mon-Fri 09:00 to 17:00** (answerphone available outside hours)



### **3) What happens next?**

When Nott's SVS Services is contacted via one of the above means a trained professional will discuss the survivor's options with the survivor or the person contacting Nott's SVS Services on behalf of the survivor.

This discussion will involve ensuring that the survivor's immediate safety is secured and finding out more about what has occurred, when it occurred and what are the survivors most important needs are including a safeguarding assessment of need.

With the survivor's consent information will be reviewed and a decision will be made regards the most appropriate next steps. Whatever the next steps are the survivor will be assured that it progresses with their agreement and at their pace and that they will remain at the centre of the process.

#### **Possible next steps:**

- ✓ A report to Nottinghamshire Police who will arrange to speak to the survivor to establish the nature of the incident, if a forensic medical examination is appropriate the Police will arrange to support the survivor to access Nottinghamshire SARC
- ✓ A self-referral for a forensic medical examination that does not involve the Police at this stage, but does give the survivor the option of reporting to the Police at a later date if the survivor wishes without the loss of vital forensic evidence
- ✓ An appointment at Nott's SVS Services for a needs assessment for crisis support
- ✓ An appointment at a sexual health service for further tests and treatment
- ✓ Provision of information

### **4) Safeguarding**

Nott's SVS Services implements Nottinghamshire Safeguarding Children Board, Nottingham City and County Safeguarding Adults and Nott's SVS Services safeguarding policies and procedures.

### **5) Confidentiality**

Nott's SVS Services offers confidential services however if a vulnerable adult or child is at risk, is being abused or likely to suffer abuse, confidentiality may be breached within procedural guidelines.

### **6) Independent Sexual Violence Advisors (ISVA)**

The ISVA service offers practical support to anybody aged 18 and over who has experienced sexual violence. They can assist the survivor in understanding their rights and the services they can access.

When a survivor chooses to report to the police, the ISVA can accompany and support them through this and any subsequent Court proceedings. They can also help with practical matters, such as housing, benefits, health services etc. The ISVA can support a survivor to report the incident to the Police, the ISVA will help the survivor through the whole legal process, including liaising with the Police and any criminal justice proceedings.

**This may include:**

- ✓ Liaising with the Police, Courts, Crown Prosecution Service (CPS) and other public agencies
- ✓ Keeping the survivor informed of developments in their case
- ✓ Advocating on the survivor's behalf
- ✓ Supporting the survivor before, during and after any court case

Within 24 working hours of referral if survivors have consented they are contacted by one of Nott's SVS Services support professionals to offer ongoing support.

**Survivors accessing the ISVA services receive support to meet their needs including:**

- ✓ Liaise with the Police
- ✓ Liaise with crown prosecution service
- ✓ Liaise with Courts
- ✓ Support with health and sexual health needs
- ✓ Support with benefits
- ✓ Onward referrals to and liaison with other agencies
- ✓ Short and longer term face to face emotional and practical support and coping strategies
- ✓ Access to a helpline providing telephone support
- ✓ Assessment to determine their individual needs
- ✓ Referrals to other appropriate services when necessary
- ✓ Safety planning and personal safety
- ✓ Short and longer term telephone support
- ✓ Support during investigations
- ✓ Housing needs

## 8. Independent Sexual Violence Advisor (ISVA) Referral Form



### Independent Sexual Violence Advisor (ISVA) Referral Form

<p>Please complete with as much information as possible and email to <a href="mailto:referrals@nsvss.cjsm.net">referrals@nsvss.cjsm.net</a> or telephone through to <b>0115 9470064 (Option 2)</b> Mon-Fri 09:00 to 17:00 (answerphone available outside hours).</p>		
Referrer Information		
Referral Date		
Reason for Referral  Please say yes to all that apply.	<b>Support</b> <b>Support to Discuss Options</b> <b>Support to Report the Incident</b> <b>Support During Investigation</b> <b>Support Pre-Trial</b> <b>Support at Trial</b> <b>Support Post-Trial</b> <b>Support at Video Interview</b> <b>Support for Criminal injuries Compensation Applications</b>	
Referrers Name		
Referrers Contact Number		
Referrers Email Address		
Referral Agency		
Police Information (if known)		
OIC Name & Collar Number		
Police Force		
OIC Contact Number/s		
OIC Email		
Incident Number		
VRI	Date:	Time:                      VRI Suite:
Trial	Date/s:	Court:
Incident(s) Information		
Attended SARC	Yes                      No Unsure                      Date:	Examination Yes                      No Acute/Historic/Unsure
Vaginal Rape	Assault by Penetration	Anal Rape

Childhood Sexual Abuse	Sexual Touching	Historical Institutional CSA
Multiple Assailant Rape	Substances Involved	Sexual Assault
Date of Incident		
Location of Incident		
Brief Details of incident		
Domestic Abuse Related Incident?	Yes                  No                  Has a DASH assessment been completed? Yes                  No                  If yes, please attach/forward a copy of the DASH assessment.	
<b>Client Information</b>		
Forename/s & Surname		
Preferred Name		
Address		
Postcode		
DOB & Age		
Contact number/s		
Email		
Safe to Contact By	Phone:    Call                  Text                  Voice Message Best Time to Call: Morning                  Afternoon                  Evening Letter Email	
Please tick all that apply.		
Ethnicity	White English/Welsh/Scottish/Northern Irish/British White Irish White Gypsy or Irish Traveler White Other Mixed White and Black Caribbean Mixed White and Black African Mixed White and Asian Mixed Other Asian Bangladeshi Asian Indian Asian Pakistani Asian Chinese Asian Other Black African Black Caribbean Black Other Arab	

	<b>Other Ethnic Group</b> Unknown / Not Specified	
<b>Interpreter Required?</b>	<b>If yes please detail language spoken:</b>	
<b>Is the client involved with other voluntary/statutory agencies? Please detail with information about support provided to date.</b>		
<b>Additional vulnerabilities</b>		
<b>Learning Difficulties</b>	<b>Substance Misuse</b>	<b>Mental Health Issues</b>
<b>Physical Disability</b>	<b>Homeless</b>	<b>Self-harm</b>
<b>Safeguarding</b>	<b>Alcohol Misuse</b>	<b>Appropriate Adult Required</b>
<b>Other please detail:</b>		
<b>Is the client pregnant?</b>	<b>If yes, how many weeks?</b>	
<b>Is the pregnancy a result of the offence?</b>		
<b>Does the Client Have Children?</b>		
<b>Childs Name</b>	<b>Childs Age</b>	<b>Childs Gender</b>



Do any of the children have a child protection plan or have they been referred to Children's Services? Please Detail:		
<b>Person of Interest Details</b>		
Name		
DOB		
Current Status	Charged	Released Under Investigation On Remand
Special Conditions of Current Status		
<b>Person of Interest Relationship to Client</b>		
Partner	Ex Partner	Acquaintance*
Stranger 1 **	Stranger 2***	Relative
Gang Related	Unknown	Other:
<p>*Acquaintance = friends, colleagues, neighbour, step/foster family, i.e. known to the survivor over a period of time</p> <p>** Stranger 1 = perpetrator makes a sudden attack without prior notice</p> <p>*** Stranger 2 = Perpetrator makes contact before the assault e.g. buys a drink, starts a conversation but is not otherwise known to survivor</p>		
Please Detail Any Staff Safety Issues		
<b>Clients Consent</b>		
Has the Client Consented for the Referral?	Yes	No      Date Consented: Professional receiving consent:
Please complete with as much information as possible and email to <a href="mailto:referrals@nsvss.cjsm.net">referrals@nsvss.cjsm.net</a> or telephone through to 0115 9470064 (Option 2) Mon-Fri 09:00 to 17:00 (answerphone available outside hours).		

