

AN INTRODUCTION TO CRIME VICTIMS COMPENSATION (CVC): 30-Minute Session



Facilitator Instructions For use during a 45-hour domestic violence volunteer advocate training session

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Facilitator Instructions

Before you begin:

- ⑥ Locate your program copy of *Crime Victims Compensation for Battered Women: Advocating for Economic Justice*. Each Volunteer Coordinator was given a copy of the handbook with this curriculum. Your program will have additional copies if staff members attended the CVC training presented by PCADV in the fall and winter of 2001. In addition, on-line copies of the manual can be downloaded in pdf format at the Publications section of the PCADV web site, www.pcadv.org.
- ⑥ Be sure you review the *CVC Amendments Alert* distributed by PCADV in January 2003.

Remember:

- ⑥ The CVC program is complex and unique for each individual. A basic training on this issue is likely to raise many questions and 'what if' scenarios. To help you to meet this challenge and the time limitation for this session, you are encouraged to designate a question area (a flip chart for post-it notes or a hat for index cards for participants questions). This strategy will help you acknowledge questions that are too complex for the session and/or must be delayed to collect accurate information.
- ⑥ It is OK to tell the group that you are not a CVC expert and that this session is a very basic introduction to the CVC program. More information is available from the CVC office (see handout for contact information) and other PCADV trainings. Be sure to respond to the collected questions at a later time.

As stated previously, this curriculum is a basic introduction the CVC program in Pennsylvania. It is designed to offer volunteers an opportunity to consider focusing on CVC during their contact with a battered woman. This session can be completed in 30 minutes – if the instructions are followed carefully and discussion is limited.

The module offers specific tasks, exercises and processing questions in a timed format. Timing is given for each major section and some smaller tasks have suggested timing listed as well. Also included are handouts, worksheets and a listing of required materials.

Curriculum Symbols

There are several symbols used in the curriculum. The symbols and meanings are as follows:

➔ Facilitator Task:

?/! *Actual question/statement for the group*

Note: Notes to the facilitator

 Suggested timing for the section


KEY POINTS:
Use information as a guideline for discussion

Distribute Handout

Specific examples for facilitator to offer to the group

 **Suggested flip charts for use throughout the curriculum**

Please note that the curriculum is written as a script with specific examples and transitions. As you become more comfortable with presenting the module, you may want add your own comments and examples to reflect your personal training style.

As a facilitator you are not expected to have a through and complete understanding of the CVC program. However, you should become familiar with the materials in the curriculum package before attempting to offer this session. Doing so should be sufficient to prepare you to lead a discussion of the basic CVC program issues.

Required Equipment & Supplies

- ④ Flip chart/Newsprint
- ④ Flip chart markers
- ④ Pens for group members
- ④ Extra paper for note taking for group members

Documents

1. Volunteer Training Scenario
 2. Crime Victims Compensation Information
 3. Scenario Answer Key
 4. Volunteers – Get Involved with Crime Victims Compensation!
- ④ Your copy of *Crime Victims Compensation for Battered Women: Advocating for Economic Justice*

Pre-written Flip chart

FLIP CHART

Tell victims of domestic violence crimes about CVC.

Refer to an advocate or volunteer advocate who is fully informed about CVC.

Don't assume she'll talk with someone else.

Opening

(🕒 2 minutes)

Introduction

Offer opening remarks that cover the following information:

In this session participants will:

- ④ have an opportunity to discuss the financial impact of a domestic violence incident
- ④ review PA's compensation program that may offer a range of financial relief to battered women and children
- ④ identify how volunteer advocates act as a link to this important financial resource
- ④ consider how volunteer advocates can become more involved with this program
- ④ spend 30 minutes on these issues

Distribute Handout 1

Volunteer Training Scenario

The Scenario

(🕒 3 minutes)

→ **Read (or invite a volunteer to read) the scenario aloud.**

Note: Suggest that the group read along silently.

Danielle and her 12-year-old daughter, Amanda, just returned home from their weekly dance class. Amanda went to the den to watch a video; Danielle went into the kitchen to make a cup of tea. As she reached for a mug, Richard, her ex, slipped up behind her. While they were out he had broken the glass in the back door to get into the house.

Danielle screamed that he wasn't supposed to be near her, that the PFA was still in effect. But Richard grabbed her around the neck, choking her and yelling that she was going to pay for taking him to court. He shoved her to the floor, her glasses flew off and he crushed them with his boot. Then he kicked Danielle in the back several times.

Amanda came running in screaming that she had called the police. Richard grabbed Amanda by the wrist and threw her into the wall. He then went into the den yelling to them that the TV and computer were his property. The sounds of breaking glass were followed by the slam of the back door. Upon their arrival, the police called for an ambulance to transport Danielle and Amanda to the hospital.

Amanda had her broken wrist treated and was released into her grandmother's care; Danielle stayed in the hospital for two days before being released. She is off work for at least two weeks; and she may not drive, lift more than five pounds, or stand for any length of time because of her back injury. This afternoon she called you on the hotline for information and support. She is worried about a lot of issues, including the medical bills from this assault. She tells you that neither she nor Richard has medical insurance coverage. She hopes that she can set up a counseling appointment soon.

Instructions and Small Groups

(⌚ 5 minutes)

- **Ask the whole group to form into small groups of three and offer the instructions below.**

Note: If there is an uneven number of participants, keep groups bigger than two (e.g. if seven volunteer advocates, break into one group of three and one of four)

?/! *Working together in your small group, please answer this question:*

- *What (monetary) expenses would result from this scenario?*
- *List as many of the expenses as you can. Use the back of the scenario handout for recording your responses.*
- *When it is time to stop, I will give you a signal and ask you to return your attention to the full group again.*

Are any questions about the process only?

Note: Answer questions as necessary, but quickly.

- **Tell the groups they have four minutes to work and give a signal to begin.**

Note: Check in with the groups and make sure they are on target – listing only the expenses that Danielle and Amanda will face as a result of the action in the scenario. If there are many questions, stop the process early so that the small group session (including instructions) doesn't take more than five minutes.

- **When time is up, allow the small groups to wrap up discussion and get participants to return their attention to the whole group.**

The CVC Program

(⌚ 5 minutes)

- **Review the small group answers after you give them some basic information about the CVC program.**

Distribute Handout 2

Crime Victims Compensation Information

?/: *The information I am about to go over is on the handout I just distributed.*

- **As a whole group, review the following CVC program information:**
1. **A CVC award is limited to \$35,000.** There are limits for death benefits and for other categories of reimbursement. Fees for counseling, crime-scene clean up and Forensic Rape Exam are not deducted from this total cap.
 2. **CVC awards are granted only after specific requirements are met and documentation is provided.**

Note: State that advocates and volunteer advocates who are fully informed about the CVC process can provide valuable assistance to applicants.

3. **CVC awards may cover a variety of expenses, including:**
 - **Medical Fees** – Medical, dental and other expenses related to the injury (includes physical therapy, medications, home health care, medical equipment and transportation costs to medical appointments) may all be covered.
 - **Counseling Fees** – Includes fees and transportation costs related to counseling appointments, and also covers transportation costs to free counseling appointments at domestic violence programs.

- **Loss of Earnings or Support** – If the victim is deprived of earnings as a result of injuries received in a crime incident, she may be paid for such loss. Limited payments may also be available if there is a loss of support due to the crime.
 - **Cash Loss of Benefits** – If support (from a benefit program) is the main source of income and the loss occurs through certain crimes, compensation may be available.
- 4. CVC is a "payor of last resort."** All other sources of payment must be exhausted before CVC will reimburse an expense; however, there are a few exceptions to this guideline. Attending a training on CVC will allow you to become familiar with these exceptions.
- 5. The CVC fund will not reimburse victims for:**
- pain and suffering
 - stolen or damaged property
 - auto-related injuries. (These are not covered unless there is a crime charged which is related to the injuries. Examples include: Aggravated Assault, Attempted Homicide, Reckless Endangerment and/or a DUI offense.)

Small Group Report Back

(🕒 5 minutes)

- ➔ **Invite participants to now consider how the CVC program might have assisted Danielle and Amanda in the scenario.**

?/! *I'd like you to take turns calling out some of the responses generated in your small groups.*

- ➔ **Use the following questions to guide the report back:**

?/! *What expenses did your group identify?*

Note: For the following question, where it says " x expense " use a sample expense as an example. Possible examples to use include: fees for laundry service, housekeeping, transportation for grocery shopping, etc.

?/! *How many of you thought of "x expense?" Are there other expenses similar to that example?*

Are there specific expenses for Amanda? Danielle? The grandmother?



List the answers on a flip chart.

Note: It is not necessary to list every answer.
Transition to a review of the eligible expenses.

?/! *How many people think that a state victims compensation program would reimburse some of the expenses you identified in the scenario?*

Review the Scenario Answer Key

(⌚ 5 minutes)

Note: Do not distribute the Scenario Answer Key to the group until after the discussion!



Using the list on the flip chart, ask the group what expenses the CVC program might cover.

Circle or star any eligible expenses.

➔ **Facilitate the discussion by asking questions like:**

?/! *Which of the expenses on the list might be reimbursed by the CVC program?*

How many thought "x expense" would be covered by CVC?

➔ **Ask the group if they can identify any of the expenses that would not be covered by the CVC program.**



Cross out any ineligible expenses on the flip chart list.

Facilitate the discussion by asking questions like:

?/! *What expenses wouldn't be covered? (Damage to the door, computer replacement, locks or safety equipment, etc.)*

Why isn't the damage to the door covered? (It is a property expense.)

Distribute Handout 3

Scenario Answer Key

- **Ask the group to take a minute to review the handout. Then ask them to identify any expenses or areas of expenses that they missed.**

Note: Keep this process short. Remind the group that CVC is a complex program and that each individual's experience will create a unique outcome. The scenario points out some major areas of reimbursement often available to victims of domestic violence.

Closing

(🕒 5 minutes)



Post the following on a flip chart for a closing statement.

FLIP CHART

Tell victims of domestic violence crimes about CVC.

Refer to an advocate or volunteer advocate who is fully informed about CVC.

Don't assume she'll talk with someone else.

➔ **Review the posted statements and make the points listed below.**

?/! *Tell victims of domestic violence crimes about CVC:*

- *CVC does reimburse survivors of domestic violence for a variety of eligible expenses that are related to a crime. It is money back and bills paid.*
- *CVC is practical. The program will even reimburse money spent on "Replacement Services", including help with chores and childcare, as well as fees for physical therapy, counseling, missed paychecks from a job absence, prescription medications, etc.*

?/: *Refer to an advocate or volunteer advocate who is fully informed about CVC.*

- *It is important that battered women have information about CVC as soon as possible so they can take action to remain eligible for the program. The faster a battered woman is told about the CVC program, the more possible it will be for her to make informed choices about expenses and health care related to the incident.*

➔ **Highlight the Volunteer Advocate Actions:**

Volunteer Advocate Action: Immediately refer the survivor to an advocate who is fully informed about CVC. It is important to make this referral for more information quickly so that a survivor can protect her right to apply, even if she isn't sure if she is interested in the CVC program at that time.

Volunteer Advocate Action: Do not offer any detailed information about CVC, nor review any related action(s), until you have attended a more advanced training on the guidelines and the risks and benefits of the CVC program.

Note: **Recruit CVC volunteer advocates! Follow-up training allows volunteer advocates to become more involved. Be sure to announce any scheduled CVC training to your group. Offer suggestions on how volunteer advocates can get involved with CVC.**

?/: *Don't assume she'll talk with someone else.*

- *As a volunteer advocate, you may be the only one who has the opportunity to tell her about CVC and link her to the appropriate resources.*

➔ **Highlight the Volunteer Advocate Action:**

Volunteer Advocate Action: Tell every battered woman that the CVC program may be an option – if there was a crime committed against her. Refer her to a staff member or Victim/Witness Advocate in your community who can help.

Distribute Handout 4

Volunteers – Get Involved With Crime
Victims Compensation

→ **Close with these statements:**

?/! *CVC can be a path to economic justice.*

She can only choose the path if she is offered information.

Talk about the CVC option.

You can help battered women find the path to economic justice.

→ **Thank the group for their time and attention.**

Make sure you collect any questions and forward them to the appropriate staff member.

Contact Information

Pennsylvania Commission on Crime and Delinquency

Office of Victims Services
 Victims Compensation Division
 P.O. Box 1167
 Harrisburg, PA 17108-1167
 Phone: 800-233-2339
 717-783-5153
 Fax: 717-787-4306
 (you will want to speak to a Legal Assistant)

Crime Victim Compensation Information

<http://www.portal.state.pa.us/portal/server.pt?open=512&objID=5415&&PageID=495614&level=3&css=L3&mode=2>

Application Form

<http://www.portal.state.pa.us/portal/server.pt?open=512&objID=5423&&PageID=496273&level=4&css=L4&mode=2>

Pennsylvania Coalition Against Domestic Violence

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Our domestic violence program staff who are familiar with CVC are:
