

ADVOCATE SAFEHOUSE PROJECT (ASP)

Policies and Procedures

SERVICE GUIDELINE

POLICY STATEMENT: Advocate Safehouse Project (ASP) is committed to providing quality services to survivors of domestic and/or sexual violence.

PROCEDURES:

1. Advocate Safehouse Project offers the following services to individuals:
 - 24-hour Help Line
 - Safehouse Program
 - Advocacy for survivors or indirect victims of domestic violence or sexual assault
 - Court/legal Advocacy and accompaniment
 - Information and education on domestic violence and sexual assault
 - Health and medical accompaniment (including sexual assault forensic exams)
 - Immigration assistance for undocumented victims of domestic violence, sexual assault, and human trafficking
 - Civil Protection Order assistance
 - Safety planning
 - Support groups
 - Victim Compensation Fund assistance
 - Information & Referrals
2. All of Advocate Safehouse Project services are provided free of charge to clients.
3. All of Advocate Safehouse Project services are voluntary and held to the highest degree of confidentiality.
4. All of Advocate Safehouse Project services are available in English and Spanish.
5. Advocate Safehouse Project provides its services to all persons regardless of age, race, gender, color, military status, religion, sexual orientation, national origin or ancestry, marital status, political affiliation, disability or any other status protected by state or local law.
6. Advocate Safehouse Project will provide services only to individuals self-identified and determined by staff to be direct or indirect victims of domestic violence, sexual assault, and/or human trafficking. Advocate Safehouse Project reserves the right to deny its services to those individuals that it determines to be a perpetrator of abuse or not to be a victim of domestic violence, sexual assault, or human trafficking.

Reviewed: May 2017

Revised: