

Domestic Abuse Assessment and Referral Form

This form should be used whenever domestic abuse is identified

For further guidance about domestic abuse refer to the
 “Working Together To Safeguard Children and Adults from Domestic Abuse” multi-agency procedures

Only complete the fields below (page 2-4) if you are making a referral to Manchester Women’s Aid, SAHELI, SARC or MARAC
Use the Risk Indicator Checklist beginning on page 5 to guide your decision

ALL THE INFORMATION ON THIS FORM SHOULD BE COMPLETED AS FULLY AS POSSIBLE

Case Number (office use only)				
Date of Referral				
Name of Person Referring				
Agency Referring Name, Address, Telephone				
Referring to :	MWA <input type="checkbox"/>	Saheli <input type="checkbox"/>	SARC <input type="checkbox"/>	MARAC <input type="checkbox"/>
IF this is a MARAC referral please indicate the reason	14 ticks on RIC <input type="checkbox"/>	Escalation <input type="checkbox"/>	Repeat Victimization <input type="checkbox"/>	Professional Judgement <input type="checkbox"/>
If the reason for referral is professional judgement please outline the reason here				
If this is a MARAC referral – is this a repeat referral?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If Yes, date when last at MARAC?	

Victim Details

Name:			
Alias:			
Date of Birth:		Gender:	
Ethnicity:		Religion:	
Sexual orientation:		Occupation:	
GP details:			
Relationships:			
Is the victim currently employed? (If yes, provide details)			
Address:			
Contact number:			
Safe time to call:			
Additional risk factors (e.g. victim has additional needs as a result of disability or cognitive impairment)			

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Do you feel that this victim is at high risk of experiencing further domestic abuse?			
What are the victim's greatest priorities to address their safety?			
Consent			
If this is a MARAC Referral – has the victim's consent been obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If 'no', are there grounds to share information without consent?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Immigration Status			
Is victim holder of a British passport?			
Nationality			
Immigration status: (e.g. asylum seeker, refugee, spousal visa with NRPF, ILR)			
Alleged Perpetrator			
Name:			
DOB			
Ethnicity:			
Address:			
Relationships:			
Alcohol or drugs involved?	Alcohol <input type="checkbox"/>	Drugs <input type="checkbox"/>	Details:
Any additional health or care needs? E.g. dementia, learning disability or mental health problems			
Is the perpetrator currently employed? (If yes, provide details)			
Child			
Name:			

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DOB:	
Ethnicity:	
Address:	
Relationships:	
School details:	
GP details:	
Does the child ordinarily reside at the address?	
Was the child present at the incident?	
Did the child witness the incident?	
Injuries sustained? Give details	
Child's first language:	
Disabilities:	
Disability details:	
MCAF started?:	Yes <input type="checkbox"/> No <input type="checkbox"/> If no, state reason:
Additional information:	
Court orders relating to children:	
Action proposed/taken? (e.g. safeguarding referral)	

* If there is more than one child in the household please complete this information for each child

Other associated adults with additional needs

(People who may be in need of specialist support by reason of mental or other disability, age or illness)

Name:	
DOB:	
Is this adult also living at the same address? If not, are they being affected by the abuse? Give details	
Did the adult witness the incident?	
Injuries sustained? Give details	
Action proposed / taken? (e.g. safeguarding referral)	

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Domestic abuse risk indicator checklist

The risk information gathered from the following checklist will help you and the person form a clearer idea about the risks posed to them from the domestic abuse that they have, or are currently experiencing.

Use this information to help you and the person decide if a referral to a specialist service is appropriate or necessary.

Please explain that the purpose of asking these questions is for the safety and protection of the individual concerned. Always be sure that the victim can talk safely, and always ensure that any interview that takes place is in the absence of the alleged perpetrator. Never use children or family members as interpreters. Familiarise yourself with the questions before you ask them; it is good practice to answer the questions from a general discussion with the victim, rather than just formally asking the questions from numbers 1 – 24.

Please add comments where indicated. It is assumed that your main source of information is the victim. If this is not the case please provide details in the column on the far right-hand side.

The boxes will expand as you type text into them and there is space at the end of the form for additional information, where appropriate.

- 1. Visible High Risk:** the number of 'ticks' on this checklist. If you have ticked 14 or more 'yes' boxes, and there has been a recent incident (within approximately the last 3 months), the case would normally meet the MARAC referral criteria – refer to the domestic abuse flowchart on the front of this document.
- 2. Professional judgement:** if a professional believes that a victim or their family is at significant risk of harm, then they should refer the case to MARAC. There will be occasions where the particular context of a case gives rise to serious concerns even if the victim has been unable to disclose the information that might highlight their risk more clearly. **This could reflect extreme levels of fear, cultural barriers to disclosure, immigration issues or language barriers particularly in cases of 'honour'-based violence.** This judgement would be based on the professional's experience and/or the victim's perception of their risk even if they do not meet the criteria in point 1 above. Professional judgement could also include cases where there hasn't been a recent incident, for example because the perpetrator has been in prison or out of the country, but where there is a serious threat to the victim.

This form is not a full risk assessment for either children or vulnerable adults although it will provide valuable information about the risks that both of these groups are living with. The presence of children or vulnerable adults increases the wider risks of domestic violence and stepchildren are particularly at risk.

If risk towards a child or a vulnerable adult is highlighted you should consider what action you need to take to obtain a full assessment of the child's situation – for example, completing the Domestic Abuse Assessment Tool for Children accessible via www.manchesterscb.org.uk or within the MSCB/MSAB procedures. You should also consider the appropriateness of undertaking an MCAF. Where there are serious concerns relating to either a child or a vulnerable adult to you should make a referral to MCC Contact Manchester – 0161 234 5001

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RISK INDICATOR CHECKLIST

		YES	NO	DON'T KNOW	SOURCE OF INFORMATION IF NOT VICTIM
CURRENT SITUATION					
1.	Has the current incident resulted in injury? (Please state what and whether this is the first injury)				
	Comment:				
2.	Are you very frightened?				
	Comment:				
3.	What are you afraid of? Is it further injury or violence? (Please give an indication of what you think the abuser might do and to whom, including children). KILL (specify self, children or other) FURTHER INJURY AND VIOLENCE (specify self, children or other)				
	Comment:				
4.	Do you feel isolated from family/friends i.e. does the abuser try to stop you from seeing friends/family/doctor or others?				
	Comment:				
5.	Are you feeling depressed or having suicidal thoughts?				
	Comment:				
6.	Have you separated or tried to separate from the abuser within the past year?				
	Comment:				
7.	Is there conflict over child contact? (Please state the nature of the conflict)				
	Comment:				
8.	Does the abuser constantly text, call, contact, follow, stalk or harass you? (Please expand to identify what and whether you believe that this is done deliberately to intimidate you? Consider the context and behaviour of what is being done. This question is relevant even if the parties are living together)				
	Comment:				

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		YES	NO	DON'T KNOW	SOURCE OF INFORMATION IF NOT VICTIM
CHILDREN/DEPENDANTS					
9.	Are you pregnant or have you recently had a baby (within the last 18 months)?				
DOMESTIC VIOLENCE HISTORY					
10.	Is the abuse happening more often?				
	Comment:				
11.	Is the abuse getting worse?				
	Comment:				
12.	Does the abuser try to control everything you do and/or is he/she excessively jealous?				
	Comment:				
13.	Has the abuser ever used weapons or objects to hurt you?				
	Comment:				
14.	Has the abuser ever threatened to kill you or someone else and you believed them?				
	Comment:				
15.	Has the abuser ever attempted to strangle/choke/suffocate/drown you?				
	Comment:				
16.	Does the abuser do or say things of a sexual nature that make you feel bad or that physically hurt you or someone else? (Please specify who and what)				
	Comment:				

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		YES	NO	DON'T KNOW	SOURCE OF INFORMATION IF NOT VICTIM
17.	Is there any other person who has threatened you or of whom you are afraid? (Consider extended family if honour based violence and please specify who)				
	Comment:				
18.	Do you know if the abuser has hurt anybody else? (Children, siblings, elderly relative, stranger, other partners – consider honour based violence and please specify who)				
	Comment:				
19.	Has the abuser ever mistreated an animal or the family pet?				
	Comment:				
ABUSER					
20.	Are there any financial issues? For example, are you dependent on the abuser for money? Has the abuser recently lost his/her job? Are there any other financial issues? (Please specify what)				
	Comment:				
21.	Has the abuser had problems in the past year with drugs (prescription or other), alcohol or mental health issues that has created problems in leading a normal life? Drugs <input type="checkbox"/> Alcohol <input type="checkbox"/> Mental Health <input type="checkbox"/>				
	Comment:				
22.	Has the abuser ever threatened or attempted suicide?				
	Comment:				

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	YES	NO	DON'T KNOW	SOURCE OF INFORMATION IF NOT VICTIM
23. Has the abuser ever breached bail/an injunction and/or any agreement for when they can see you and/or the children? Please specify what: Bail Conditions <input type="checkbox"/> Non molestation/civil order <input type="checkbox"/> Child contact arrangements <input type="checkbox"/> Forced Marriage Protection Order <input type="checkbox"/> Domestic Violence Protection Order <input type="checkbox"/> Other <input type="checkbox"/>				
Comment:				
24. Do you know if the abuser has ever been in trouble with the police or has a criminal history? (If yes, please specify)				
Comment:				
PLEASE CALCULATE THE NUMBER OF "YES" RESPONSES and enter in the box to the right				

For consideration by professional:	
Is there any other relevant information (from a victim or professional), which may increase risk levels? Consider victim's situation in relation to vulnerability, disability, substance misuse, mental health issues, cultural/language barriers, 'honour'-based systems and minimisation. Are they willing to engage with your service? Describe:	
Consider abuser's occupation/interests – could this give them unique access to weapons? e.g. ex-military, police, pest control etc Describe:	
Is there anything else you would like to add to this? e.g. if the victim has refused to answer any questions Comment:	
Your name:	Date:

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Alongside the person wherever possible, make a decision whether to refer to a specialist service or to MARAC

Areas covered within each police division

A Division (Nth Manchester)

Public Protection Investigation Unit (PPIU) 0161 856 3097 (Triage desk)

City Centre Ancoats
Charlestown
Clayton
Gorton
Higher Blackley
Moston

Bradford
Cheetham
Crumpsall
Harpurhey
Miles Platting
Newton Heath

E Division (Longsight)

PPIU 0161 856 4444 (Triage desk)

Ardwick
Levenshulme
Hulme
Withington
Old Moat
Burnage

Longsight
Moss Side
Fallowfield
Rusholme
Withington

E Division (Wythenshawe)

PPIU 0161 856 6053 (Triage desk)

Chorlton
Didsbury West
Wythenshawe
Whalley Range
Baguley

Didsbury East
Woodhouse Park
Northenden
Sharston
Brooklands

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Glossary and acronyms

Adult at risk (formerly “vulnerable adult”) refers to people over 18 who are, or may be in need of community care services by reason of mental health, age or illness, and who are – or may be – unable to take care of themselves, or protect themselves against significant harm or exploitation.

IDVA are Independent Domestic Violence Advisors. They are trained specialists who provide holistic support to the most at risk adults and families.

MARAC is a Multi Agency Risk Assessment Conference – the purpose of which is to share information about the adults and families most at risk of homicide or serious harm due to domestic abuse, and work to minimise any risks posed.

MSAB is the **Manchester Safeguarding Adults Board** – a multi-agency partnership created to ensure that all organisations providing or commissioning services for adults in Manchester work in a co-ordinated way that promotes health and well being, safeguarding and the protection of adults from abuse in Manchester.

MSCB is the **Manchester Safeguarding Children Board**. It is a statutory organisation whose main objective is to co-ordinate and ensure the effectiveness of work that is done in safeguarding and promoting the welfare of children and young people under the age of 18 in Manchester.

MWA is Manchester Women’s Aid. They provide refuge accommodation and outreach support to victims of domestic abuse.

SAHELI gives Asian women a chance to get away from violent domestic situations by providing an environment which is safe, culturally familiar and which helps them come to a decision of their own. They can offer refuge accommodate, support, advice and counselling.

SARC is the Sexual Assault Referral Centre based at St. Mary’s Hospital. It provides a counseling and aftercare service to victims of rape or sexual assault, current or historic.