

Surviving Violent Crime

*A Handbook for Victims, Their Families
and Others Who Care*



NC Victim Assistance Network
505 Oberlin Road, Suite 151
Raleigh, NC 27605
(919)831-2857

144509
-21-94
MFI- -26-44
DFDT

Dedication

We dedicate this handbook to all survivors of violent crime who through their struggles with pain, fear, anger and loneliness, have graced our lives by guiding us where we were reluctant to go, teaching us what we were fearful to know, and sharing with us the beauty found in the will of the human spirit to survive and expand through acts of love and compassion.

144509

**U.S. Department of Justice
National Institute of Justice**

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

Permission to reproduce this copyrighted material has been
granted by

NC Victim Assistance Network

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the copyright owner.

Table of Contents

Victim Assistance Programs	5
Professional Counseling	6
Support Groups	6
Emotional Aftermath of Crime	7
Dealing with a Violent Death	10
Child Victims	11
Victim Compensation	14
Understanding the Criminal Justice System	16
NC Trial Courts	17
Appellate Division of the Courts	21
Court Language	24
Court House Guidelines	27
Testifying Tips	28
Victims' Rights	29
Sexual Harassment	30
The Media and Victims' Rights	32
Personal Safety	35
NC Resources	37
National Resources	38
Important Information Record	40

Introduction

"Misfortune is great, but human beings are even greater than misfortune."

- Rabindranath Tagore

Violent crime continues to rage across our state and nation at an alarming rate. According to the U.S. Department of Justice, one in three American households will become victimized during this year, and it is estimated that five out of six of today's twelve-year-olds will become victims of violent crimes during their lifetime.

Being a victim of crime reminds us that we are vulnerable — crime doesn't just happen to someone else. Whether you or a family member has been victimized, this discovery may cause feelings of anger, guilt, shame, insecurity, fear and depression. In turn, these reactions may interfere with the way that you relate to other people and the way they relate to you.

Whatever you are faced with right now, it is important to keep in mind that each person copes with the aftermath of victimization in his or her own unique way. The path toward healing begins by talking about what happened with people you trust — people who support you without judgment and without advice about what you should do or how you should feel.

With this in mind, this handbook has been written specifically for you — because the more you know about the criminal justice system, the more comfortable you will feel as various events occur. Also, the material contained in this handbook will help you understand the after effects of the crime. Realistically, we know that this information will not solve all of your problems or answer all of your questions, but we hope that it will serve as a useful guide to explain how and where to find help.

Most importantly though, we hope that you will feel less alone, better understood, and comforted by the knowledge that there are many people who genuinely care about you and your well-being; and that in time, you will be able to transform the traumatic impact of the crime into an understanding that crisis and grief often serve as a catalyst — moving one toward personal growth and a more meaningful existence.

A Message From A Crime Victim

No matter how serious a crime — whether you are the victim of a brutal assault or a burglary — all crime victims share the common emotions of vulnerability and personal violation. These feelings are normal — as are feelings of anger and fear which are often felt by family members who are also “victims” of crime.

As the victim of a violent crime, there are some important things about crime victimization that you should try and remember.

First, a victim of crime is an innocent victim. I had to remember that I was not responsible for what happened to me. One crime victim said it perfectly: “To blame victims for crime is like analyzing the cause of World War II and asking, What was Pearl Harbor doing in the Pacific anyway?”

Second, victims need information. I found that many of my fears came from not understanding what was happening with my case.

Third, victims and those assisting victims have to learn to be patient. I had to learn to be patient with law enforcement, with the district attorney and with the judge. My counselor had to learn to be patient with me. Most important though, I had to learn to be patient with myself. Recovery may be a long and complicated road for some.

I am grateful I had someone to help me. Without the information and care provided to me, my life would still be in pieces.

—A Victim of Violent Crime

Victim Assistance Programs

"This experience brought me closer to death than one could ever imagine, not only because of the gun, but because of the rape itself. I felt ashamed and thought I wanted to die. My heart felt it was going to burst. Crying and talking with people I could trust helped to relieve the pressures. I needed to share feelings with people who would honor my privacy for however long I needed them to."

—A Sexual Assault Survivor

Every county in North Carolina has programs available to help crime survivors. Program services may vary from county to county, but in general services may include:

- Crisis intervention and short term counseling to ease the impact of the crisis;
- Referrals to other agencies or programs that can help;
- Assistance with emergency food, clothing, shelter and transportation needs;
- Counseling and support groups;
- Information about how the criminal justice system works and the victim's role in that system;
- Notification about when to appear in court;
- Orientation to courtroom setting;
- Information about the status of the investigation or court proceedings;
- Accompaniment, information and emotional support during medical, law enforcement and court procedures;
- Assistance in filing a Victims' Compensation Claim;
- Assistance with preparation of a Victim Impact Statement;
- Property return assistance;
- Assistance in talking with the victim's employer, to help victim avoid losing pay while recovering from the crime or while being in court; and
- Personal safety and crime prevention information.

To find out what services are available in your community, contact your local District Attorney's office, law enforcement agency or United Way. You may also contact the North Carolina Victim Assistance Network at (919)831-2857 or the North Carolina Division of Victim & Justice Services at (800)826-6200.

Professional Counseling

"It was a great relief to have someone to talk to, who would in no way pass onto others what I thought, felt or did at that confusing time."

—A Crime Survivor

Talking with a counselor, therapist or psychiatrist who has formal training on post-traumatic stress syndrome and clinical experience with crime survivors can be extremely helpful. Sharing your experience and your feelings is a way of taking care of yourself. Seeking counselling in the aftermath of a crime does not mean "something is wrong with you" or "you're not able to cope well." It means you have experienced a life-altering event and you are taking positive steps to deal with it.

Your local victim assistance program can provide you with referrals to qualified and sensitive professionals within your community.

Support Groups

"It would have been easier if there had been someone to tell me what was going on and to prepare me for the things that happened after—with my family, my friends, the police, and the courts. Someone to help sort it out, to say: 'You're not the only one.' I felt so terribly alone. If only there had been some way to find out about other people in the same situation, to hear what they were going through so I could compare it to what I was going through. More than anything else, I just needed to understand what was happening."

—Woman whose sister was murdered

In many communities across our state, help, understanding, compassion and support are available in the form of self-help groups for survivors of crime. These groups offer mutual support and a network of understanding within an atmosphere of acceptance that has no comparison. By sharing a common bond of having been through similar life altering experiences — these individuals support one another in the process of rebuilding their lives.

Before joining a group it is important to consider your personal needs as well as the focus of the support group. The grief associated with victimization is personal, and the need to share emotions and experiences with others will vary with the individual's needs. For some, support group involvement begins very soon after the crime; for others — months later, and for some, never. You should never feel pressured to join a group nor feel guilty about leaving a group when your needs have been satisfied.

Contact the victim assistance programs in your community to learn what support groups are available or contact the North Carolina Victim Assistance Network for help in locating a support group to fit your particular needs.

Emotional Aftermath of Crime

"Everything can be taken from a man but one thing: the loss of human freedoms—to choose one's attitude in any given set of circumstances."

—Victor Frankl, Holocaust Survivor

Dealing with the emotional aftermath of crime is not easy, however, knowledge of what are "NORMAL" reactions to a traumatic event can be helpful in validating the feelings you are experiencing. No one expects to become a crime victim or have a family member or friend victimized by crime or violence. You are reacting normally to an abnormal event. There are several stages one experiences in response to any type of victimization. It is important for you to understand that these stages do not occur in any predictable timetable or sequence. You are likely to move back and forth between stages. Thus, the type of feelings you experience can vary from day to day, hour to hour.

Shock and Numbness

Initially, you will be in a state of shock. Feelings of numbness, confusion and disorientation are common. You may feel detached — like you are an outsider observing an unreal world.

Denial

This stage is marked by the fact that the losses have not been fully acknowledged or accepted emotionally. Denial is nature's way of protecting you until you can cope with the full impact of the trauma.

Fear

You may experience intense fear and startle easily. Leaving your home or being alone may cause you a great deal of anxiety. You may also be fearful that the assailant will return and harm you and/or your loved ones again.

Before you were victimized, you felt you were in control of your life, that crime happens to other people. In order to feel secure in our world, we often believe that good things happen to good people and bad things happen to bad people. Crime shatters that belief. Once you have been harmed by crime it is only natural to be fearful and suspicious of others. Over time, the intensity of these feelings will diminish.

Guilt

In trying to find a reason for the crime some people find it easier to accept what happened if they can blame themselves in some way. You may find yourself thinking or saying, "if only I had...." It is important for you to know that you are not at fault and did not deserve to be hurt. Seeking reasons for the crime is a way of trying to regain a sense of control over your life. It is important for you to examine the "whys" of your guilt. If you believe that poor judgment on your part contributed to the victimization of you or another, try to acknowledge it and seek a way to forgive yourself. Remember, our decisions in any given situation are the best ones we know how to make at the time. In the vast majority of cases, other factors were responsible for the crime. The person/persons who committed the crime chose to harm you or were negligent in such a way that the crime occurred although it was not intentional.

Anger

Anger is a very common reaction and is often a cover for the deep sadness and hurt you feel inside as a result of a crime. You may feel intense anger towards the criminal and may have fantasies of revenge. Your anger may be directed at family and friends, your doctors, nurses or therapist, the criminal justice system and its employees, or towards God. You may feel angry with anyone who you feel is insensitive to your hurt. You may also be angry with yourself. Feelings of anger are a natural part of the healing process. They are not right or wrong, they are simply feelings. Accept your anger as real, but do not use it as an excuse to abuse or harm others. Find healthy and safe ways to express it. Many people find that writing, running, exercising, beating on a pillow or crying/screaming in privacy, allows them to release some of the feelings. If you deny your feelings of anger, you may develop physical symptoms such as headaches, ulcers, high blood pressure, to name but a few. What you do with your feelings of anger does not matter as long as you acknowledge them and do not cause harm to yourself or anyone else.

Grief, Sadness, Depression, Emotional Pain

Once you begin to accept the reality of what happened and the losses it has created, you will begin to feel sad and grieve. Your most basic needs for trust and security have been violated by the crime and you will grieve their loss and your loss of innocence. During this time, you may experience changes in your normal sleeping and eating patterns. Life may seem flat and meaningless and you may lose interest in activities or people that were previously important to you. You may cry often and sometimes unexpectedly. Mood swings, irritability, fatigue, diminished sexual feelings, dreams and flashbacks about the crime are common and may again create feelings of fear and anxiety.

If someone you love was murdered, some additional reactions are common, including:

- Horror at the suffering your loved one may have experienced prior to and at the time of death;
- A need to know every detail of your loved one's death;
- Flashbacks of the moment you learned of the death;
- Visualizations of the crime itself;
- Anger and hostility toward everyone who cannot bring your loved one back; and
- Feelings of abandonment, isolation, and being different from others.

During this time you will often feel completely isolated and alone with your feelings. You may think that you are the only one who can truly understand the emotional pain you are experiencing. However, it's important to know that emotional pain is not endless — it does have its limits. It is part of your being human. The pain will eventually ease; the joys of life will return. There will be an ebb and flow pattern to your grief. When it is there, allow yourself to experience it. When it is gone, let it go. It is not your responsibility or obligation to keep the pain alive. Allow yourself to experience the various emotions as you move toward healing. Emotions are healers. However, if you feel overwhelmed by your emotions and fear you may harm yourself or others, immediately seek support and guidance from family, friends and a professional experienced in helping crime survivors.

Acceptance

"Acceptance comes when you decide you care whether your own life continues or not."

—Ralph Shelton, father whose son was killed by a sniper

Over a period of time, unique to each person, you will begin to feel an internal calmness and peace. You accept that you have experienced a painful loss but now realize that many other things remain. Your perspective on life and your values have been altered. Your healing continues. At times, certain events may trigger powerful emotions that are associated with the crime. Legal proceedings, which may continue for years, are always stressful for crime survivors. The anniversary date of the crime can cause a resurfacing of emotions. For families who have survived the murder of a loved one, birthdays, weddings, anniversaries, graduation dates, Mother's Day, Father's Day and seasonal holidays are often difficult and awkward because their loved one is no longer present. In time, the grief associated with these trigger dates or events will be less intense and come less often.

Dealing With A Violent Death

"The first and necessary step of grief is discovering what you have lost. The next step is discovering what is left, what is possible."

—John Schnider, Psychologist

The following thoughts on coping are offered by Father Kenneth Czillinger of Cincinnati, Ohio, who for the past ten years has been involved in working with the dying and grieving. Father Czillinger's suggestions can help homicide family survivors in understanding some of their reactions to their tragedy.

- Generally, it takes 18 to 24 months just to stabilize after the death of a family member. It can take much longer when the death was a violent one. Recognize the length of the mourning process. Beware of developing unrealistic expectations.
- Your worst times usually are not at the moment a tragic event takes place. Then, you're in a state of shock or numbness. Often you slide "into the pits" four to seven months after the event. Strangely, when you're in the pits and tempted to despair, this may be the time when most people expect you to be over your loss.
- When people ask you how you're doing, don't always say: "fine." Let people know how terrible you feel.
- Talking with a true friend or with others who have been there and survived can be very helpful. Those who have been there speak your language. Only they can really say, "I know; I understand."
- Often, depression is a cover for anger. Learn to uncork your bottle and find appropriate ways to release your bottled-up anger. What you're going through seems so unfair and unjust.
- Take time to lament, to experience being a victim. It may be necessary to spend some time feeling sorry for yourself. "Pity parties" sometimes are necessary and can be therapeutic.
- It's all right to cry, to question, to be weak. Beware of allowing yourself to be "put on a pedestal" by others who tell you what an inspiration you are because of your strength. If they only knew.
- Remember, you may be a rookie at the experience you're going through. This is probably the first violent death you've coped with. You're new at this; you don't know what to do or how to act. You need help!
- Reach out and try to help others in some small ways at least. This little step forward may help prevent you from dwelling on yourself.
- Many times of crisis ultimately can become times of opportunity. Mysteriously, your faith in yourself, in others, in God can be deepened through crisis. Seek out persons who can serve as symbols of hope to you.

Child Victims

"Child abuse is one of the most tragic epidemic problems in our country today. Victims range in age from just a few weeks to their late teens. Child abuse in all of its forms—child beating and neglect, sexual abuse, incest and pornographic exploitation—must be professionally dealt with in the most caring and expeditious way."

—Laura L. Lentz, *FOCUS*

Abuse Prevention for Children and Parents

Listen and Talk With Your Children

Perhaps the most critical child sexual abuse prevention strategy for parents lies in ensuring that there is good communication between you and your children. This is not only challenging to every parent but also can be very difficult, especially for working parents and parents of adolescents.

- Talk to your child every day and take time to really listen and observe. Learn as many details as you can about your child's activities and feelings. Talk to your child about sharing concerns, issues or problems with you.
- Let your child know you are willing to listen to these concerns or problems.
- Explain to your child that his or her body belongs to them alone. Tell your child that he/she has the right to say no to anyone who might try to touch them.
- Tell your child that some adults may try to hurt children and make them do things they do not feel comfortable doing. Often these grown-ups call what they are doing a secret between themselves and the child.
- Explain that some adults will trick, lie or threaten children by saying that their parents may be hurt or killed if they share the secret. Emphasize that an adult who does something like this and then tells the child to keep it a secret is probably doing something that is wrong. Tell your child that even adults whom they know, trust and love or someone who might be in a position of authority might try to do something like this. Try not to scare your children—emphasize that the vast majority of grown-ups never do this and that most adults genuinely care about children and want to protect them from harm.
- Make sure that your child knows that if someone does something which confuses them, like touching or showing, that you want your child to tell you about it. Explain that the child will not be blamed for whatever an adult does with the child. Help your child identify someone both inside and outside the home they can talk to about things which make them uncomfortable or scared.

Choosing A Preschool or Child Care Center

The vast majority of this nation's preschools and child care centers are safe places. Recent reports of child sexual abuse in these settings are a source of great concern to parents. Here are some tips for parents which might be helpful.

- Check to make sure that the program is reputable. State or local licensing agencies, child care information and referral services, and other child care community agencies may be helpful sources of information. Find out whether there have been any past complaints. *The number for the State Child Day Care Section is 919/733-4801.*
- Look for parent involvement in the program. Ask whether and how parents are involved during the day. Learn whether the center or school welcomes and supports participation. Be sensitive to the attitude and degree of openness about parental participation.
- Make sure the center allows you to drop in and visit the program at any time.
- Require specific permission and make sure you are informed about every planned outing. Never give the organization blanket permission to take your child off the premises.
- In writing, prohibit the release of your child to anyone without your explicit authorization. Make sure that the program knows who will pick up your child on any given day.
- Find out as much as you can about the teachers and caregivers. Talk with other parents who have used the program.
- Learn about the school or facility's policies and practices. Find out how the organization selects and recruits staff, including whether or not they examine references, previous employment history and conduct background checks before hiring decisions are made.

If you think that your child has been abused...

- Believe the child. We know that children rarely lie about sexual assault.
- Convey your support for the reinforcement of the child. The child's greatest fear is that he or she is at fault and responsible for the incident(s). Alleviating this self-blame is of paramount importance.
- Temper your own reaction, recognizing that how you handle the situation and the perspective and acceptance you give it are critical signals to the child. Your greatest challenge may be not to convey your own horror about the abuse. Seek out support for yourself during this time, but do not allow your child to believe he or she is causing you this anguish.
- Seek out medical attention from a pediatrician who is trained in identification and investigative aspects of child abuse. *Call your local Department of Social Services or rape crisis center for referrals.*

-
- Call your County Department of Social Services in the county where the child resides immediately after disclosure. You may also make a report to your local police or sheriff's department. They can provide you with guidance and information about investigative procedures.
 - Call and make a counseling appointment for your child, yourself, and family members. Counseling will help to support the child's decision to tell about the abuse, validate the experience, and help the child and family deal with victimization. Your local division of child protective services, rape crisis center, or pediatrician may be able to offer referrals. It will be important to ask if the counselor has had training in child abuse issues and how many children he/she has seen regarding similar issues. Knowledge about child development is critical.
 - Seek out support for yourself. Remember - ***Your Feelings Are Normal***. You may feel very isolated and vulnerable. Child protective service workers, law enforcement officials, the assistant district attorney, counselors, school personnel, and victim advocates are just a few of the individuals and agencies that may be involved in the investigation of what happened to your child. ***You are not required to talk to the media, or defense attorneys or investigators about the case.*** Talking about your experiences and feelings with a counselor, advocate, clergy, and understanding friends will help you and your child. Some child advocacy organizations offer support groups for parents of abused children.
 - Your child may report being touched sexually by another child. Children who have been sexually abused or are currently experiencing sexual abuse may sexualize many of their relationships with their peers. Believe your child. This type of experience will require the same responses from you.

Remember that taking action is critical because if nothing is done, other children will continue to be at risk. The prevention of child sexual abuse is a community interest and concern.

North Carolina Victims' Compensation Program

"Waiting for the compensation to clear was very difficult. The hospital was very concerned about the payment of the bills; and even had a civil action filed against me. The victim/witness coordinator went into court with me, helped me to file some responses and helped to get the hospital to wait for the funds to be approved."

— A Crime Survivor

Who is eligible? (Except as excluded by law) a claim may be payable to: the victim; a surviving family member of a homicide victim; or a legal representative of a victim.

Compensation Allowed - A maximum of \$20,000.00 for any award. If the victim dies as a result of the crime, an additional \$2,000.00 may be paid to help with funeral expenses. Compensation is for medical expenses, lost wages or replacement services such as child care while the victim recovers from injuries.

Compensation Not Allowed - Loss of personal property; reimbursement for pain and suffering; any expense paid by insurance or other sources.

To Qualify - The crime must be reported to law enforcement agency within seventy-two (72) hours unless good cause is shown. The claimant (victim or family member) must cooperate fully with the investigating law enforcement agency. The claimant must have suffered physical injury due to the crime or be a surviving family member of a homicide victim and **must file within one year of the criminal act**.

Who is not eligible? - A claimant who has insurance that pays the maximum amount authorized by Victims' Compensation; suffers economic loss of less than \$100.00; does not incur economic loss within one year; was victimized prior to August 13, 1987; does not file within one year; contributes to the criminal conduct; an offender or accomplice; fails to cooperate with the Victim Compensation Commission; was confined in a correctional facility when the crime occurred.

The forms for claims are available through each District Attorney's Office in the state. The District Attorney's Victim/Witness Assistant can assist you in filing the claim. Additionally, you may also request a form from the NC Victim's Compensation Commission at (800)826-6200 or by writing the Commission at P. O. Box 27687, Raleigh, NC 27611.

Witness Compensation

As a witness in a criminal case, you are entitled to a small daily fee (\$5.00) and travel expenses if it was necessary for you to travel from outside of the county to testify. Keep a record of your mileage and contact the Clerk of Court immediately after your testimony, so that you can certify your attendance as a witness and be paid for your expenses. The District Attorney's Victim/Witness Coordinator can assist you in locating the Clerk of Court.

Restitution

"The man who murdered my husband is in prison, thankfully. We as taxpayers are paying for his room, board, medical and psychiatric help. My husband was my only means of support. I'm now destitute, very ill and have no financial means. Meanwhile, the murderer has 600 acres of valuable property. Why should this man who ruined my life be able to keep and return in a few years to that, while I have nothing?"

— A Homicide Survivor

When there is financial loss associated with the crime, the offender may be ordered to pay restitution to the victim. As a victim/survivor of crime, it is important for you to discuss the possibility of restitution with the District Attorney. You will need copies of your medical bills, counseling expenses, and an itemized listing of any property damaged or missing. Other expenses incurred as a result of the crime should also be brought to the attention of the District Attorney. Most District Attorney's Victim/Witness programs have a victim impact statement form that you can use to list those expenses or losses.

Upon conviction, a defendant may, as part of the sentence, be ordered to pay restitution as a condition of a probationary sentence or in addition to a prison term. Restitution payments are collected by the Clerk of Court in the jurisdiction where the conviction occurred and then forwarded to the victim. Several months may pass before this process begins and frequently it is several years before all the restitution funds are collected. Victims often express frustration at the difficulty of collecting restitution. If the defendant fails to make court-ordered restitution payments, you should notify your local probation office or the District Attorney's Office. They can investigate the circumstances of your case.

Another method of collecting restitution is through a formal pre-trial intervention program. Only first-time offenders of non-violent, non-drug related crimes are eligible for this program. The program allows a first-time offender to compensate the victim in order to avoid receiving a criminal record. The offender must pay a fee to enter the program, be employed or attend school, participate in counseling and have the approval of the victim, law enforcement and the District Attorney's Office before enrolling.

Civil Suit

Crime victims and survivors can hire an attorney and file a personal injury suit in civil court. A civil action allows you to sue the defendant during or after the criminal proceedings. Unlike a criminal prosecution which requires testimony and evidence showing that the accused is guilty "beyond a reasonable doubt," the civil proceeding only requires a "preponderance of evidence." You may sue the person who committed the crime against you or seek to recover damages from a third party whose negligence may have contributed to the crime. You can sue for damages caused by the crime, including physical and psychological injuries, loss of income and property damage. If you bring suit against the criminal, you must do so within one year of the injury. If it is against a third party, you must begin this lawsuit for negligence within three years of the crime.

Understanding the Criminal Justice System

"Finally, my case was assigned to another district attorney who spent a great deal of time explaining to me what was happening in the case. Just being informed of the facts reduced my anxiety greatly."

—A Crime Survivor

Complex rules and procedures govern the many agencies that compose our Criminal Justice System. This system can be both confusing and intimidating to the crime survivor who has no prior experience or exposure to these agencies and their personnel. The information that follows will provide an overview of the system and offer practical guidance for crime survivors who find themselves involved with our criminal justice system.

Reporting The Crime To Police

If your area uses an emergency system, call 911 to report a crime. The dispatcher will forward your call to the appropriate agency. If the crime occurred in the city, the police will be notified. If the crime occurred in the county, the call will be directed to the sheriff's department. If the crime is not of a life-threatening nature, you should call the police or sheriff's department directly. Their numbers can be found in the front of your telephone book.

When you report the crime to law enforcement, tell them everything you remember about the crime. You may be embarrassed about things that happened during the crime, but it is important to tell the officer so that they can conduct a thorough investigation. If you remember more information at a later date, contact the investigating officer immediately. The more information the officer has the greater the chances are of apprehending the criminal.

The officers may need to question your family, friends, neighbors or other witnesses in order to get a complete report. They may also collect physical evidence and take photographs.

You may be contacted by the police to help identify the criminal. It is a good idea for you to take a friend or family member with you for support when you go to the station. The officer may need you to:

- Look at mug shots (*photographs of people who have been arrested previously for similar crimes;*)
- View a line-up (*a group of people that may include the criminal;*)
- Assist in making a composite drawing (*a picture done by a police artist of the criminal based on your description and memory;*) and,
- Return to the crime scene to reconstruct what happened.

Arrest

If there is enough information and evidence to identify and locate a suspect, that person is arrested and charged with a crime. A person charged with a crime is referred to as a defendant from this point on.

Bail

Once the defendant is charged, he or she may be released on bail (money or property posted with the court to secure the defendant's appearance in court) or own recognizance (a promise to return on the next court date). It is the magistrate's job to set the conditions for bail. Once the officer brings in the defendant, the magistrate also sets a First Appearance date for the defendant.

If you were threatened by the defendant or fear that you may be harmed if the defendant is released, or have good reason to believe that the defendant will flee if released, report your fears immediately to the District Attorney, the Victim-Witness Assistant, to the police or to your Sheriff's Department. You are legally entitled to protection from intimidation, harm or threats of harm.

District Attorney

Once the investigation is complete and an arrest is made, the officer turns the information over to the District Attorney. After reviewing the case, the District Attorney may: issue the criminal charges recommended by the investigating agency; issue different, fewer, or additional charges; or drop charges due to lack of evidence. If the case continues, the name of your case will be State v. defendant, for example. State v. John Doe. This case will be assigned a criminal number, and will have an official, permanent file at the courthouse in the county where the crime occurred. As a citizen of the State of North Carolina, you will be represented by the District Attorney, who is a lawyer for the State and is elected by the people of a specific judicial district. You may hire a private attorney to represent you and assist the District Attorney, if the District Attorney is in agreement. The defendant will also have a lawyer. If he/she cannot afford one, one will be appointed and paid for by state funds.

First Appearance Hearing

At the First Appearance Hearing, the judge will inform the defendant of the charges, explain the defendant's constitutional rights, answer any questions the defendant has, appoint an attorney if the defendant cannot afford one, and hear any requests for bond reduction. If the crime is a misdemeanor, the judge schedules a trial date. If the charge is a felony, the judge will set a date for a probable cause hearing.

North Carolina Trial Courts

North Carolina has two types of court which conduct criminal trials:

District Court — misdemeanor crimes are tried in District Court before a judge and without a jury. If the defendant is found guilty after the judge hears the case evidence, he has a right to appeal his case to Superior Court and have a jury trial.

Superior Court — felony cases and misdemeanor convictions appealed from district court are tried in Superior Court before a jury.

Crimes are classified as either a misdemeanor or as a felony:

Misdemeanors — these are less serious crimes. Punishments for misdemeanors range from a fine to imprisonment for up to two years.

Felonies — these are serious crimes which are punishable by fines and/or imprisonment from three years to life imprisonment. A felony crime of first degree murder (also referred to as a capital case) may be punished by the death penalty.

Misdemeanor: The Trial in District Court

In a trial for a misdemeanor crime, the judge decides the case and the sentence if the defendant is found guilty.

The trial begins with the District Attorney calling witnesses to testify about the crime and the defendant. This is called direct examination. Next, the defendant's attorney will question each of the state's witnesses in an effort to lessen the impact of any testimony which is harmful to the defendant. This is called cross examination. The defense attorney will attempt to prove that the witness is not truthful, has a questionable memory or holds a grudge against the defendant. After the district attorney calls all of the state's witnesses, the defense attorney presents his evidence. The procedure is the same, except that the defense attorney now conducts direct examination and the district attorney conducts cross examination. The defense is not required to present evidence since the state has the burden to prove that the defendant is guilty. The defendant, protected by the Fifth Amendment, is not required to testify. The District Attorney cannot argue that the defendant's failure to testify proves guilt.

Felony: The Trial in Superior Court

Probable Cause Hearing — Felony cases begin in District Court with a probable cause hearing. At this hearing, the District Court judge hears evidence to determine that a felony offense was probably committed and that the defendant probably committed the offense. The purpose of this court procedure is not to determine innocence or guilt. The purpose is to decide if there is enough evidence to forward the case to Superior Court for further proceedings. If the judge does not find probable cause, the case is not necessarily over. The District Attorney can take the case to the Grand Jury. The defendant may waive his probable cause hearing and the case may go directly to the Grand Jury.

The Grand Jury — Our constitution requires that every person prosecuted for a felony crime must first be indicted by a Grand Jury. The Grand Jury is composed of not less than 12 or more than 18 citizens of the county. These citizens hear evidence from the state's witnesses and decide if there is sufficient evidence to believe the defendant committed a crime. A "true bill" of indictment is issued if the Grand Jury finds there is sufficient evidence. If they believe there is insufficient evidence they return a "no true bill."

Arraignment — At the arraignment, the defendant appears before a Superior Court judge who informs him of the charges and his constitutional rights, including the right to a court-appointed defense attorney. The judge will also ask the defendant how he pleads guilty or not guilty. If the defendant pleads guilty, the judge will impose sentencing or will schedule a sentencing hearing at a future date. If the defendant pleads not guilty, the judge or District Attorney sets a trial date.

Bond Hearing — Sometimes, bond is set at the arraignment. Sometimes, it is set at a separate hearing shortly after the arrest. *As a crime survivor, you have a right to be present when bond is set and to inform the court of relevant facts concerning the defendant's likelihood to flee or the danger the defendant poses to you, your family and the community.* Information about the defendant's family ties, employment, financial resources, length of residence in the community, previous convictions and history of flight to avoid prosecution is important for the judge to consider. The information you provide to the court could result in a higher bond or refusal of bond for a dangerous offender. *Let the District Attorney know you wish to be notified of any bond hearings.*

Defense Attorney – The defendant may hire a private attorney to represent him. If he cannot afford an attorney, the court will appoint one. The defense attorney or an investigator for the defense may attempt to contact and interview you by phone, mail or in person. Before you talk with anyone about your case, confirm their identity. Find out who they represent. A defense attorney is not a district attorney, even though both may be referred to as D.A. Remember, the defense attorney does not represent your rights as a crime victim. ***You have a right to not have to talk with the defense attorney or a defense investigator.*** Refer them to the District Attorney's office for information. If someone other than the District Attorney or the police investigator contacts you, notify the District Attorney immediately.

Discovery – After the arraignment, both the District Attorney and the defense attorney will gather information to support their cases. Discovery is the process whereby both attorneys disclose relevant documents and exhibits to each other to assist in preparation of their case.

Pretrial Motion Hearings – Pretrial motions by the defense attorney or by the district attorney require a hearing before the trial begins. An example of a pretrial motion would be a motion to request a hearing on admissibility of evidence. If a defendant confessed to a crime, the defense attorney might argue that the confession was coerced. The District Attorney would argue that the confession was voluntary. After the judge rules on all pretrial motions, a date for trial is set.

Continuances – Or postponements may be requested by the defense attorney or the District Attorney. There may be valid reasons for a continuance such as unavailability of witnesses or scheduling conflicts. Defense attorneys may request many continuances as a strategy to "age the case." The longer a case goes untried, the greater the likelihood the state's witnesses may become unavailable, and the witnesses memories will fade. Additionally, if the defendant has been released on bond pending trial, he has little reason to want a speedy trial. The District Attorney can oppose continuances. It is up to the judge to grant or deny a request for a continuance.

Victim Impact Statements —In North Carolina, crime victims and their survivors have a right to submit a victim impact statement for consideration by the court. The purpose of the victim impact statement is to provide information to the court regarding the emotional, physical and financial impact of the crime. This information may be presented orally or in written form. ***It is very important that the statement be prepared and presented to the District Attorney before a hearing to consider a plea bargain or sentencing hearing. The Victim/Witness Assistant in the District Attorney's office can help you accurately prepare this statement.***

Plea Bargaining —In North Carolina, only about 5 percent of cases go to trial, the remainder are plea bargained. A plea bargain is an agreement between the District Attorney and the defendant's lawyer. The negotiation may result in a guilty plea to a lesser charge or to a particular sentence in exchange for a lesser charge. If the plea includes any understanding about the sentence, the agreement is subject to the approval of the trial judge. ***As a crime survivor, you have the right to be informed of the plea bargain process. You will need to notify the District Attorney that you want to be informed of any plea negotiations. However, you have no right to refuse a plea agreement or to be present when negotiations are taking place.*** When deciding whether or not to negotiate a plea, the District Attorney must consider the strength of the case, your ability and the ability of other witnesses to testify, the defendant's prior criminal record, and a guaranteed

guilty plea and sentence versus the uncertainty of a jury trial. At times, plea bargaining can have a positive outcome. If the initial investigation was inadequate, the defendant may have been arraigned on a charge that cannot now be supported by available evidence. Also key witnesses may no longer be available. In situations such as this, it is better to allow the defendant to plead guilty to a lesser charge and be held accountable than to go to trial and have the defendant be found not guilty due to lack of evidence. Plea bargaining should never be used as a case management tool to deal with an over crowded docket. Your District Attorney can explain to you why he is offering a plea and what the offer is. Even if the District Attorney offers a plea, the defendant can reject it for any reason.

The Trial—If the defendant continues to plead not guilty, a trial date will be set. The trial of a person charged with a felony crime will be convened in superior court before the presiding judge and a jury of 12 citizens. The jury will hear and evaluate evidence and determine whether the defendant is guilty or not guilty. The jury verdict must be unanimous. If all of the jurors cannot agree, there is a mistrial. The District Attorney has the option of trying the case before a different jury if there is a mistrial.

Sentencing —If the defendant is found guilty, or pleaded guilty voluntarily, you may be needed yet again to testify at the sentencing hearing. The judge may not want to sentence the defendant right away, but may hold a sentencing hearing several days later after giving the District Attorney and the defense attorney the chance to talk about what the most appropriate punishment should be for the defendant.

In North Carolina, the judge is required to sentence the defendant for a certain length of time. For example, the judge must sentence someone convicted of first degree rape to life imprisonment. In other, less serious cases, the judge is still required to sentence the defendant for a certain length of time unless he or she finds some reason to increase or decrease the sentence. For example, the normal sentence for first degree burglary is 15 years. If the judge finds aggravating circumstances, he may raise the sentence up to 50 years, or life. If he finds mitigating circumstances, he may shorten the sentence to a few months, or simply fine the defendant. You may be needed to testify before the judge expressing your feelings regarding the lawyers recommended sentence.

The judge may suspend the sentence and place the defendant on probation. If the defendant is found guilty of first degree murder, the jury rather than the judge decides the sentence. The jury will decide whether the defendant should be sentenced to life imprisonment or death. The District Attorney will present evidence of aggravating circumstances and will argue that the defendant should be sentenced to death. Some things the jury may consider are whether the defendant has committed another serious crime such as rape or robbery in connection with the murder. The defendant's lawyer will then present evidence of mitigating circumstances. He may argue that the defendant was emotionally disturbed or suffered from childhood abuse, and therefore should be given only a life sentence.

Occasionally, the District Attorney will decide that there are no aggravating circumstances connected with the murder. In such a case, the judge will simply sentence the defendant to life imprisonment. Although a criminal trial may seem long and complicated, it usually works well, and guarantees that all parties are treated fairly under the law. There are many questions that you will have as the case goes through the court process, and you should never hesitate to ask the District Attorney or the victim advocate to explain to you what is happening.

Appellate Division

The Appellate Division of the General Court of Justice is composed of the Supreme Court and the Court of Appeals.

The Supreme Court is the State's highest appellate court. This court has a Chief Justice and six associate justices who sit as a body in Raleigh and hear oral arguments in cases appealed from lower courts. The Supreme Court has no jury and it makes no determinations of fact; it is bound by written record from the trial. It only decides whether the trial judge followed the law correctly.

The Court of Appeals is an intermediate appellate court. It is composed of twelve judges, who sit in panels of three. Most of the court's sessions are held in Raleigh, but individual panels have on occasion sat in other locations throughout the State. Like the Supreme Court, the Court of Appeals decides only questions of law. This court was created in 1967 to relieve the Supreme Court of a portion of its caseload. It hears and decides cases in which the questions of law are less significant. No matter what the questions is, the appealing party has a right to be heard by one or the other of these courts, and in some cases both. You can contact the NC Attorney General's Office at (919)733-6012 for additional information about the appeal.

Appeal Process — Victims of crime experience what is called the "second injury" after the initial victimization. The second injury is the second victimization by the criminal justice system. The never-ending appeals process and the tremendous effect it has on the victim's family is an excellent example of the second injury. Individuals who have been convicted of crimes have the right to appeal their cases to the North Carolina Supreme Court and to the United States Supreme Court. This is an attempt to get their conviction overturned by finding errors in the law during the trial or alleging that their attorney was incompetent in representing them, or by citing new evidence.

There are two types of appeals. A *Direct Appeal* is an attempt to get a conviction overturned by finding errors in the law during the trial. An individual convicted of a crime has ten days to file an appeal. Depending on the seriousness of the crime and upon filing the direct appeal, an Appearance Bond may or may not be set. If the individual convicted can make bond, he or she can be released and back on the streets. If the bond is not made, the individuals starts serving his/her sentence. If the crime is first degree murder, with an average time of review being one year, the North Carolina Supreme Court will make a decision as to whether the sentence should be reversed or upheld. For other convictions such as rape, other sex offenses and second degree murder, a direct appeal goes to the the Court of Appeals and within one year that court will make a decision as to whether the sentence should be reversed or upheld.

An *indirect appeal* or a "Post Conviction Petition" (PCP) is when an individual convicted of a crime alleges that his attorney was incompetent in representing him/her. The hearing is held before a trial judge and there is no time limit for filing a PCP. Victims can call the Victim/Witness Assistant in the District Attorney's office and inquire when a certain PCP will take place.

Victims of violent crimes find that following the appeals process is a major emotional challenge. Victims are constantly afraid that the conviction will be overturned. Some are required to endure new trials years after the initial conviction. Although these additional criminal justice procedures resurrect the emotional

consequences of crime and emphasize once again the long-term psychological injuries. The victim must participate in the appeal process or there is a possibility that offender will go free.

Death Penalty – For acts of extreme brutality and heinous murder cases, individuals convicted of such crimes can receive the death penalty in North Carolina. Families of homicide victims not only have to endure long, two-part trials, but know that each person convicted of a homicide and who receives a death sentence will have the opportunity for filing years of lengthy appeals. Unfortunately, this process typically consumes 12-13 years of petitions filed on behalf of the convicted individual.

Probation – The offender may receive a probationary sentence instead of, or in addition to, a prison/jail term. Probation is a way for the offender to serve his or her sentence in the community. Probation involves the judge possibly imposing a jail term on the offender which is suspended upon the offender's reporting at least once a month to a probation officer; paying any restitution ordered; paying the fine and court costs and refraining from certain locations, persons and any further involvement in criminal behavior. The judge may additionally require, if appropriate that the defendant undergo mental health, drug or alcohol counseling/treatment during probation.

If the offender does not successfully complete his probationary sentence, he or she is returned to court and the judge may sentence him or her to an active sentence. Contact the probation office in your county if you have a question about a person who is serving a probationary sentence. Or you may call North Carolina's Division of Adult Probation and Parole in Raleigh at (919)773-2900.

If the Offender Goes to Prison/Jail – You have opportunities after sentencing and during the offender's incarceration to know when he or she is eligible for parole and when he/she may be released. *The Victim/Witness Assistant has form letters you may send to the Department of Correction and the Division of Probation and Parole, if you are interested in being kept informed.* These agencies MUST know of any changes in your address so they can notify you in the future of inmate activities. Contact the local victim witness assistant in your local District Attorney's office for further information on parole issues.

Parole – North Carolina has a separate body of commissioners (five) which review cases eligible for parole. The facts determining the eligibility of parole include the original sentence, good-time and gain-time credits and the prison cap, may be imposed to control prison "overcrowding." Violent offenders are generally eligible for parole after serving only one-third of their sentence, minus good-time credit.

Some victims find the parole phase as traumatic as the original crime. For a variety of reasons, not all survivors of violent crime choose to be notified. Many victims, however, who have become involved in the process, relate that this has given them a feeling of control and a reduction of the helplessness associated with the trial and the sentencing phases.

Parole hearing notifications are mailed to victims who request notification approximately four weeks before the hearing date. It is the responsibility of the victim to make arrangements to attend the hearing in Raleigh if he or she chooses to do so. It is important during the period before the hearing to write the Parole Board and state your feelings of opposition. A victim may also solicit support from the community in the form of opposition letters. Family, friends, clergy, special interest groups, state and local legislators and law enforcement officials may all be called on to write letters on the victim's behalf.

If you plan to attend the parole hearing to oppose parole for an offender, the North Carolina Victim Assistance Network will try to assist by providing you with an advocate to attend with you. You will not have to confront the offender at the hearing, but you may have to present your views to the Parole Board. You may not have the opportunity to express your feelings if the board has already decided to deny parole. If parole is denied or rejected, it is important for you to know that the inmate will be eligible for another parole hearing in one year.

If you are concerned about your safety pending the release of an inmate, contact the Victim/Witness Assistant in the District Attorney's office and inquire how to go about having special conditions (staying away from your home, place of employment, etc.) placed on the parole certificate.

It is very important to voice your concern or opposition to an inmate's release through letters, both personal and from the community. Send letters to the Parole Board, addressed to: Chairman, NC Parole Board, Randall Building, 831 Morgan Street, Raleigh, NC 27603-1660

NOTE: Although the Parole Board has stated they will keep these letters confidential, in many cases the inmates have seen these letters. When the inmate has an attorney, the attorney may have access to these letters, and consequently, the inmate may find out their contents in that way.

Court Language

Appeal: A review of the trial record by a higher court to see if any legal mistakes were made by the trial judge.

Arraignment: The process where the defendant is brought into open court, advised of the charges against him, and directed to plead. He may plead guilty, not guilty, or *nolo contendere* (no contest.) If the defendant fails to plead, he is tried as if he had pleaded not guilty.

Arrest warrant: A written order issued by the District Court or magistrate including a statement of the crime of which the person to be arrested is accused, and directing that the person be arrested and held to answer the accusation before a magistrate or other judge.

Assailant: The person identified as the attacker.

Bail: An amount of money set by the court which allows a person charged with a crime to be released from custody. The purpose of bail is to insure that the offender will return to court.

Bailiff: An officer or attendant of the court who has charge of keeping order during court session, custody of the jury, and custody of the prisoners while in court.

Composite: A picture of the assailant made from an artist's drawing or assembly of facial features.

Continuance: Sometimes court proceedings cannot take place as scheduled and the case is scheduled for a later time. Such a postponement is called a continuance.

Corroborating Witness: A person who is able to give information that agrees with the victim's or attacker's statement about the attack.

Cross-Examination: The questions asked of the victim by the defense attorney during the trial.

Defense Attorney: The lawyer for the defendant.

District Attorney: An elected official who represents the State of North Carolina and whose job is to prosecute the offender. The District Attorney may assign the case to an Assistant District Attorney for prosecution.

District Court: Misdemeanor cases are tried in this court before a judge without a jury. If convicted, a defendant may appeal for a new trial in Superior Court before a jury.

Defendant: In criminal cases a person who is charged with a crime. In civil cases, the person who is sued.

Evidence: Testimony and exhibits that help to prove either the victim's or assailant's statements.

Eye Witness: A person who saw a crime take place.

Felony: A serious crime such as burglary or murder. Punishments for felonies range from fines and/or imprisonment of three years up to the death penalty.

Grand Jury: Comprised of from 12 to 18 citizens of the county. The Constitution requires that a person charged with a felony must be indicted by a grand jury. The grand jury hears evidence in secret only from prosecution witnesses and decides if the defendant should go to trial.

Hung Jury: A jury whose members cannot unanimously agree that the defendant is guilty or not guilty.

Indictment: A formal written statement prepared by the District Attorney and issued by a grand jury charging a person with a crime.

Jury: Twelve county residents sworn to decide the case on the evidence presented in court.

Lie Detector Test: See "*Polygraph Exam.*"

Lineup: A group of five or six people who are viewed (in person or by pictures) by a victim or witness in an attempt to determine whether one of them is the person who committed the crime.

Magistrate: An officer of the district court whose jurisdiction is defined by the General Assembly and includes accepting guilty pleas and entering judgement in certain misdemeanors as well as issuing search and arrest warrants, and setting bond.

Misdemeanor: Crime less serious than a felony. Punishment may be as much as two years in prison or a fine or both.

Mug Shots: Pictures of people made at the time they have been arrested for a crime.

Perjury: Deliberate, false testimony under oath.

Plea Agreement (Plea Bargain): An agreement made between the prosecutor, the defendant, and the defense attorney in which the defendant agrees to plead guilty to a crime (usually a lesser crime than the original charge.)

Polygraph Exam: A test that uses a machine to measure changes in a person's heart rate, breathing rate, and blood pressure while questions are asked. The results are not admissible in court.

Probable Cause Hearing: A hearing before a district court judge to determine if a felony was probably committed and that there is probable cause to believe that the defendant committed the crime. If the judge decides there is probable cause, the case will be sent to the grand jury to consider whether or not it will return an indictment. *This is sometimes called a "Preliminary Hearing."*

Prosecutor: The lawyer (attorney) who represents the state of North Carolina. The prosecutor does not represent the victim. The victim is a key witness in the case for the state. (*Same as District Attorney or Assistant District Attorney.*)

Public Defender: A lawyer employed by the state to represent defendants who cannot pay for a lawyer's services.

Subpoena: A court order directing a witness to be present in court to testify at the time and place stated. Failure to comply constitutes contempt of court and may result in a fine or imprisonment up to 30 days.

Superior Court: Felony cases are tried in criminal superior court before a jury, as are misdemeanor convictions appealed from District Court. Guilty pleas and plea bargains of felony cases are handled in Superior Court.

Suspect: A person who is believed to have committed a crime.

Testimony: Statements made in court by a person who, before testifying, is required to take an oath to tell the truth.

Verdict: The decision a jury in Superior Court, or a judge in District Court, makes at the end of a trial about whether the defendant is guilty or not. A jury verdict must be unanimous.

Victim Impact Statement: A statement, either written or oral, from the victim to be given to the sentencing judge. Items in an impact statement should include the emotional, physical and financial impact of the crime. Families and friends of the victim may also submit a statement.

General Court House Guidelines

- Your behavior and appearance out of the courtroom is as important as your behavior and appearance in it. Do not discuss the case in the halls, restrooms, or anywhere that an ally of the defense or a juror may overhear. District Attorney's offices have a special waiting area for victims and witnesses. Check with the Victim/Witness Assistant for location and information. Maintain a serious and dignified manner in and around the courthouse and throughout the trial. Don't chew gum, and dress appropriately for court.
- Never speak to a judge or juror, unless you are in the courtroom and testifying under oath — or unless the judge specifically asks you a question in the courtroom. If you come in contact with a judge or juror in the hall, elevator or during a recess or lunch break, do not speak to them. They must remain free of bias as they hear testimony.
- You may see the defendant, for the first time since the crime, in the courtroom. Try to prepare yourself for the emotional impact of this encounter. It may upset you to hear the defendant say "not guilty." Sometimes these are the first words that victims have heard the defendant speak.
- Prepare yourself to hear upsetting and graphic testimony. If you are the family or loved one of someone who was murdered, you may hear horrifying details of the crime for the first time. If possible, ask the District Attorney to fully review the details of your loved ones death prior to the trial. You may also hear the Defense Attorney argue that the victim was in some way responsible for the crime occurring. This is always upsetting to hear. Try to remember that the Defense Attorney has a professional responsibility to do everything possible to represent their client's legal interest.
- If you find yourself becoming extremely upset during the trial, quietly leave the courtroom. If you become upset while testifying, pause until you can regain your composure or ask the judge if you can have a few moments. The judge may call a recess to allow you this time. You may want to ask for a drink of water.
- If you have questions or concerns during the trial, write them down and give them to the prosecutor or Victim Advocate. Don't interrupt or whisper during the trial.
- If the trial is being covered by the press, you may be approached and questioned by reporters. You should refrain from answering any questions or making any comments until after the trial is over. Be polite and refer them to the District Attorney.
- Victim Advocates from support programs/groups such as Rape Crisis, Domestic Violence Centers, Parents of Murdered Children, Mothers Against Drunk Driving, Victim Assistance Units in law enforcement and prosecutor's offices, are usually available at your request, to attend court with you and to answer questions you may have.
- Hearing the verdict is a highly emotional time for the victim and/or their family. Unfortunately, a legal verdict and the truth are not always the same. The standard of proof in criminal cases is "beyond a reasonable doubt." If the judge or jury has any reasonable doubt about the evidence presented in regards to any element of the offense charged, it is their duty to return a verdict of "not guilty."

Testifying Tips

- Prior to testifying, try to recall the crime scene, what was there, and exactly what happened the best you can. Don't try to memorize what you are going to say.
- Always tell the truth. If you do not know the answer to a questions, say, "I don't know." Do not guess.
- If you do not understand a questions, ask for it to be repeated or rephrased.
- Listen very carefully to each question, making sure you understand completely, before answering.
- Speak clearly and loudly enough so that the judge and/or jury can hear you.
- Although you may feel nervous and frightened by testifying, it is important to be serious and focused in your approach.
- Be polite, firm and clear in your answers, even if the defense attorney is rude and the questions hostile. Maintain your dignity. Do not respond in an argumentative or angry manner.
- Answer only the questions asked and then stop. Don't provide information unless you are specifically asked.
- If the questions you are asked requires a "yes" or "no" answer, answer "yes" or "no" unless your answer cannot be fully understood without explanation. You may ask the judge if you can explain your answer or elaborate.
- Stop talking if an objection is made by one of the attorneys or if the judge interrupts. The judge or one of the attorneys will tell you if you can continue with your testimony. If you have forgotten the question, ask to have it repeated.
- If you are asked if you have talked with anyone about the case, answer truthfully. You have probably spoken with the police, the district attorney, family and friends. If you say only "yes" in response to the questions, the defense attorney may try to imply that you have been told what to say. It is best to tell whom you have spoken with and that you have only discussed the facts of the case.
- Neat appearance and proper dress are important. Avoid chewing gum. Don't let your appearance distract from the seriousness of your testimony.
- Always be on time for court. Check with the Victim/Witness Assistant at the District Attorney's Office about parking arrangements.

Your Rights as a Crime Victim

In 1985, North Carolina enacted the "Fair Treatment for Victims and Witnesses Act." Your rights as a crime victim are:

- To be treated with fairness, dignity and compassion.
- To be protected from intimidation and harm.
- To be informed concerning the criminal justice process and assistance with applying for victim compensation.
- To be given immediate medical assistance when needed and not detained for an unreasonable length of time before having such administered.
- To have any stolen or other personal property expeditiously returned when it is no longer needed for evidence.
- To be provided appropriate employer intercession services.
- To be provided whenever practical, a secure waiting area during court proceedings that does not place the victim or witness in close proximity to defendants and families or friends of defendants.
- To be given the opportunity to be present during the final disposition of the case or is informed of the final disposition of the case.
- To have a victim impact statement prepared for consideration by the court.
- To be notified, whenever possible, that a court proceeding will not occur as scheduled.
- To be notified before a proceeding is held at which the release of the offender from custody is considered.
- To be notified if the offender escapes from custody or is released from custody.
- To have family members of a homicide victim offered all the guarantees in this section.

Each District Attorney's Victim/Witness Assistant is responsible for ensuring your rights as a crime victim.

There is a movement in North Carolina to amend the state's constitution to include specific enumerated rights (as outlined above) to ensure that each victim of a violent crime is afforded equal protection, information about the criminal justice system, notification regarding the potential release or change in an inmates status, the right to be present, heard and to confer with a representative of the prosecution. *Contact NC-VAN for an update on this statewide initiative at (919)831-2857.*

Effects of Sexual Harassment

"The cost of speaking out and refusing to accept sexual harassment is great. What happened after I reported the assault was as shocking and painful as the actual abuse. I was made to feel as if I had done something wrong by reporting it... and, I suppose I had in their eyes. ... I broke the code of silence. I objected when they minimized my assault and I refused to pretend that it was no big deal. It changed the course of my life and my profession. It was a big deal. Only now, years later, I am able to begin to trust again, to live my hopes and dreams, to regain my sense of self and to be involved in meaningful work."

—Jan Phillips

Sexual harassment is not difficult to define. It is an abuse of power and it is illegal. Title VII of the Civil Rights Act of 1964 makes it illegal to discriminate against employees on the basis of race, color, religion, sex or, national origin. As enforced by the Equal Employment Commission (EEOC), the law provides employees the right to work in an environment free of intimidation, insult, or ridicule based on race, religion, or sex.

Section 1604.11 of the Code of Federal Regulations defines sexual harassment as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature:

- Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment;
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions; and
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Additional information and support for victims of sexual harassment is available by contacting 9 to 5. National Association of Working Women or the Equal Opportunity Commission. (See *National Resources at the end of this handbook.*)

Psychological Effects

Victims of sexual harassment can experience a wide range of emotional reactions, from self-doubt and self-blame to severe depression.

Self-Doubt

Many people who experience sexual harassment are bewildered and confused at first. It's hard for them to believe that someone in a position of authority or trust would treat them so badly. Even when they recognize what's happening, women often think they should be strong enough to handle it on their own.

Denial and Self-Blame

Few sexual harassment victims know their legal rights or seek help right away. At least at first, most tend to deny what is happening ("I must be imagining it") or blame themselves ("I must have done something to cause it.")

Humiliation

Humiliation is a word sexual harassment victims commonly use to describe their experience. They feel demeaned and devalued. They go to work to do a job; instead, they're seen as sexual playthings. Sexual Harassment victims also feel embarrassed. Unlike many work-related injuries, this one is difficult to talk about.

Loss of Interest in Work

The experience of being harassed can make a job intolerable. Many victims describe the grief they feel when they have to leave a job they love or find themselves unable to enjoy it anymore.

Depression

Anger turned inward ("Why was I so stupid?") or even anger directed at the right target with no constructive outlet can lead to stress and depression. The emotional consequences of harassment can include almost all the symptoms involved in what is known as a "major depressive episode."

Physical Effects

It's well known the psychological stress takes a toll on physical health. Those who have experienced severe harassment catalogue a long list of physical symptoms including headaches, backaches, nausea, stomach ailments, fatigue, and sleep and eating disorders.

Economic

Undergoing harassment is hard enough emotionally. But many victims suffer economically as well. They may lose their jobs and settle for lower-paying ones. They pile up attorney fees and doctor and counseling bills.

Surviving

Many women who experience harassment prefer to call themselves survivors, not victims. For many, taking action to stop harassment is an important part of the healing process.

The Media and Your Rights as a Crime Victim

"It is unfair to subject those courageous enough to appear and testify truthfully to months or even years of living in fear for their own safety and that of their family. Although this fear cannot be eliminated, it can be mitigated by keeping the home addresses and phone numbers of victims and witnesses private. At the onset, there is no reason why police or prosecutors should release this information to the news media. If jurisdictions required that certain police reports be open to the public, they should either amend their statutes or redesign their forms so that this information is not available for publication."

— President's Task Force on Victims of Crime

The media can be friend or foe to the crime victim/survivor. Too often victims, their families and friends are further traumatized by insensitive, incomplete or inaccurate reporting by the news media. Graphic TV footage or photographs of crime scenes, printing of victims' names, addresses and injuries, aggressive and intrusive attempts to interview survivors and witnesses all contribute to further victimization of crime victims.

While the U.S. Constitution provides for the public's right to be informed, the rights of victims should not be violated through this process. The following information details the rights you have as a victim of a crime in relation with the media. Victims need to be aware of these rights and to not hesitate to exercise them when needed. ***Please remember that you have the personal right:***

Say "No" To An Interview — Never feel that because you have unwillingly been involved in an incident of public interest that you must share the details and/or your feelings with the general public. If you choose to inform the public of how devastating and unfair your victimization was, you do not automatically give up your right to privacy. By requesting respect for your privacy and rights, you can be heard and yet not violated by the media.

Select A Spokesperson/Advocate — It is often in your best interest to select one spokesperson especially in cases involving multiple victims in order to avoid confusion and contradictory statements. You also have the right to expect the media to respect your selection of a spokesperson or advocate.

Select The Time And Location For Interviews — It is important to remember that the media is governed by deadlines. No reporter has the right to arrive unannounced at your home or workplace. Protecting the privacy of your home may be very important to you. You may choose to select another location for your interview such as a church, restaurant, office, etc. The more familiar your surroundings are, the more likely you are to feel comfortable and at ease during the interview.

Request a Specific Reporter — Each of us usually has an opinion as to how a particular reporter handles news stories. We form personal opinions about reporters whom we feel are thorough, sensitive, compassionate and objective. You have every right to request a specific reporter who you feel will provide accurate and fair coverage of your story.

Refuse An Interview — If you feel that a certain reporter is insensitive, judgmental or uncaring, you have every right to refuse an interview by them. However, it is important that you know that the reporter may write the story whether or not you participate. You also have the right to say “no” to an interview even though you have previously granted interviews. As a victim/survivor of crime you will find yourself on an emotional roller coaster. On one day you may be able to speak with a reporter without difficulty. Another day may find you emotionally or physically unable to do so. You never have to feel “obliged” to grant interviews. However, it is important to be courteous in refusing an interview as you may desire the assistance of the media at a later date.

Release A Written Statement Through A Spokesperson In Lieu Of An Interview — If you do not feel emotionally or physically ready to speak directly to the media, you may express your point of view through a spokesperson. Writing and distributing your statement through a spokesperson of your choice allows you to express your views without personally granting interviews.

Exclude Children From Interviews — Children are all too often the forgotten sufferers of crime and can be easily exploited by exposure to the media. Children may lack the ability to verbalize their emotions and this may be misinterpreted by both the media and the general public.

Know In Advance The “Written Context” Of The Story About Your Victimization — You have the right to be in a partnership with the reporter covering the story. This means you have a right to know in advance what questions the reporter is going to ask if it is a “live” broadcast interview. Also, you have a right to say “no” to any questions you feel are insensitive, personally upsetting, or which may jeopardize a criminal case. When doing a live interview, it is best to avoid using the response “no comment” in answering a question. This response often creates doubt and suspicion in the minds of the viewers.

Review Of Your Quotations Prior To Publication — Articles are reviewed and revised by editors who have neither seen nor spoken with you. Many times, the intended impact of victims and survivors statements are misinterpreted or inaccurate. To protect your interest and the viewpoint you wish to express, you have the right to request a review of direct quotations attributed to you in the storyline.

Avoid A Press Conference Atmosphere — At a time when you are in an emotional state of shock, a press conference atmosphere with numerous reporters asking rapid fire questions can be confusing and emotionally difficult. If a press conference is absolutely unavoidable, you have the right to select one reporter to ask questions for the group of reporters present, as well as, the right to refrain from answering any questions you feel are inappropriate or those which cause you personal discomfort or pain.

Demand A Retraction When Inaccurate Information Is Reported — All news media have methods of correcting inaccurate reporting or errors in stories. If you feel any portion of the story was reported inaccurately, contact the news director or editor to request that a correction be aired or printed.

Request Offensive/Graphic Photographs Be Omitted — It is extremely upsetting for victims and survivors to repeatedly see images of a brutal crime scene flashed on the nightly news or to see a photograph of themselves or their loved ones caught in a moment of private and intense grief and pain. You have a right to ask that they not be used.

To Protect your Identity — At times, for your personal safety and privacy, it may be necessary for you to protect your identity. The media has many techniques for handling this type of situation and you should request it if feel it is needed (i.e., using a silhouette and/or a voice distortion, or requesting that a newspaper interview take place without having a photograph taken.)

Completely Give Your Side Of The Story About Your Victimization — If you determine that a reporter is not asking questions that need to be addressed, you have the right to give a personal statement. And, if the alleged or convicted offender grants interviews which are inaccurate, you have the right to personally express your point of view and the facts you know to be true about the crime committed against you or your loved ones. Be aware, however, that your side may not be printed or reported.

Refrain From Answering Reporters' Questions Before And During The Trial - If talking with reporters could jeopardize your case during judicial proceedings, you have the right to remain silent. It is highly advisable to consult with the District Attorney handling your case and/or a victim advocate about how to handle media inquiries during the prosecution of the case. Because our system operates under a presumption of innocence and a defendant's right to a fair trial, statements by you as to the defendant's guilt may be used by defense attorneys to request a change of venue (location of trial) on the basis that the defendant may not be able to receive a fair trial in the jurisdiction where the crime occurred due to pre-trial publicity.

File A Formal Complaint Against A Reporter — A reporter's supervisor would appreciate knowing when his or her employee's behavior is unethical, abusive, insensitive or inappropriate. By reporting such behavior, you will help to protect future victims from being exploited by offensive reporters or tactics.

Grieve In Privacy — Grief is a highly personal experience and at no time should you have to give up your rights of privacy. You have the right to ask reporters to leave during times of grieving.

Suggest Training About Media and Victims/Survivors of Crime For The Print/Electronic Media In Your Community — Resources are available to educate media professionals about how to be sensitive, effective and how to avoid further traumatization of victims when interviewing. As a crime victim/survivor, you will be suggesting a greatly needed public service which will benefit not only those who have been victimized, but all the citizens of the community who interact with the media.

And Most Of All ...

You Have The Right To Be Treated With Dignity And Respect By The Media .

Personal Safety

As unfair as it seems, you, as a victim of violent crime, may be more vulnerable now to accidents, illness or further victimization. The stress related to your injury may cause your defenses to be weakened. Preoccupation with your crisis or injury and the distraction caused by your stress and grief understandably reduce your alertness to even the most common dangers such as those that occur while driving a car, operating machinery, cooking and going about your daily routine.

It is important that you are aware of your vulnerability so that you can protect yourself by remaining alert to potential danger. Some people look assaultable. Law enforcement officers and prison inmates agree that some people look like easy prey just by the way they walk. Here are some ways to reduce your risk of victimization:

- Let a family member or colleague know your plans, appointments or outings.
- Familiarize yourself with the surroundings of the place you are traveling or visiting.
- Lock or conceal your purse in the trunk of your car before leaving home or the office.

Practical Guidelines for Use of a Car

- Keep your car in good operating condition; always have enough gas; learn how to change a flat tire and always have a good spare; carry a set of jumper cables; and a good flashlight.
- Always keep your doors locked; and your windows rolled up.
- Never stop if someone tries to stop you or indicates they want you to stop, but proceed to a well-lighted business or the nearest police station.

Practical Guidelines for Parking and Leaving your Car

- Choose a parking space that is in the open and near a light source that offers the safest walking distance to the destination. When heading back to your car, have your car keys ready in your hand.
- Park in the direction you want to go when leaving.
- Beware of dead-end streets.
- When you are in an unfamiliar area, it is prudent to drive around the block at least once to familiarize yourself with the area to learn of potential areas where you might get help if needed.

Walking

- Maintain a self-confident, self-assured posture and attitude. Walk briskly, with purpose looking around to familiarize yourself with your surroundings.
- Whenever possible, keep to the middle of the sidewalk and sidestep dark alleyways, bars, and groups of loiterers.
- Walk with a companion when possible.

-
- Dress in clothes that allow you to move freely in case you need to run.
 - Carry a whistle on your keychain. Also, a small flashlight on your keychain is also very practical.
 - If you are in trouble attract help anyway you can. Yell, scream "Fire, or Help" and/or blow your whistle. If you're in your car, blow your horn.
 - Stay alert when waiting for buses, trains or elevators.
 - Get a call tracing feature on your telephone and learn how to operate it.

If you are using an elevator, approach it with special caution. Don't get in until you've sent it down to the basement and waited for it to come back up. This technique protects you from inadvertently getting into a car that's headed down and possibly facing a stranger in a deserted basement. If possible, use an empty elevator. Always stand next to the door and by the control panel. If you have a problem, push all the buttons so the elevator stops on all the floors giving you a greater chance of escape.

At all times, trust your own instincts. If there is something suspicious about a person waiting to get on with you, step aside and wait. If someone suspicious gets on while you're already in the elevator, get off as soon as possible.

An excellent community resource for safety education and prevention information is your local law enforcement agency's crime prevention unit which has numerous publications available regarding different types of crimes. The unit will also give you advice on securing your home and valuables. More and more Victim Assistance Programs and Rape Crisis Programs are aware that crime prevention information is helpful and therapeutic for victims. These agencies may have excellent resources and films available for loan.

Understanding how you can protect yourself and reduce your chances of victimization, injury, or illness can give you better control of your life and will aid in your crime-to-recovery process.

NORTH CAROLINA RESOURCES

Administrative Office of the Courts

Post Office Box 2448
Raleigh, NC 27602 (919) 733-7107

Attorney General's Office

Post Office Box 629
Raleigh, NC 27602 (919) 733-3377

NC Center for Laws Affecting Women

111 Brookstown Avenue
Winston-Salem, NC 27101 (919) 722-0098

NC Center for Missing Persons

116 West Jones Street
Raleigh, NC 27603-1335
(800) 522-5437 (919) 733-3559

NC Child Advocacy Institute

1318 Dale Street, Suite 110
Raleigh, NC 27605 (919) 834-6623

NC Coalition Against Domestic Violence

Post Office Box 51875
Durham, NC 27717-1857 (919) 490-1467

NC Coalition Against Sexual Assault

714 9th Street, Suite 201
Durham, NC 27705 (919) 286-4546

NC Conference of District Attorneys

(For information regarding Victim/Witness Assistants as well as District Attorneys)
19 W. Hargett Street
Raleigh, NC 27601
(919) 733-3484

NC Committee for Prevention of Child Abuse

Post office Box 843
Garner, NC 27529
(919) 829-8009 (800) 354-KIDS

NC Council for Women

(For information on rape crisis and domestic violence services)
526 North Wilmington Street
Raleigh, NC 27604-1199 (919) 733-2455

NC Department of Crime Control & Public Safety

Post Office Box 27687
Raleigh, NC 27611 (919) 733-2126

NC Division of Crime Prevention

Post Office Box 27687
Raleigh, NC 27611 (919) 733-5522

NC Division of Victim and Justice Services

(For information on Victim Compensation Program)
Post Office Box 27687, Raleigh, NC 27611
(800) 826-6200 (919) 733-7974

NC Governor's Advocacy Council for Children and Youth

121 West Jones Street
Raleigh, NC 27603-1334 (919) 733-9296

NC Governor's Crime Commission

3824 Barrett Drive, Suite 100
Raleigh, NC 27609 (919) 571-4736

Mothers Against Drunk Driving-NC

4915 Waters Edge Drive, Suite 120
Raleigh, NC 27606
(919) 851-6233 (800) 248-6233

Western Chptr. NC Parents of Murdered Children and Other Survivors of Homicide Victims

595 Concord Road
Fletcher, NC 28732 (704) 687-0109

NC Victim Assistance Network

505 Oberlin Rd., Suite 151
Raleigh, NC 27605 (919) 831-2857

NATIONAL RESOURCES

American Academy of Pediatrics

141 Northwest Point Boulevard
Elk Grove Village, IL 60007 (708) 228-5005

American Bar Association

Victims Committee, Section of Criminal Justice
1800 M Street, NW, 2nd Floor, South Lobby
Washington, DC 20036-5886 (202) 331-2260

American Humane Association - Children's Division

9725 East Hampden Avenue
Denver, CO 80231
(303) 792-9900 (800) 227-5242

American Association of Retired Persons

Criminal Justice Section
601 E Street, NW
Washington, DC 20049 (202) 434-2222

American Society on the Abuse of Children

332 S. Michigan, Suite 1600
Chicago, IL 60604 (312) 554-0166

Child Welfare League of America

440 First Street, NW, Suite 310
Washington, DC 20001-2085 (202) 638-2952

Childhelp USA

6463 Independence Avenue
Woodland Hills, CA 91367
(800) 422-4453 Hotline: (800) 4-A-Child

Citizens for Law and Order

7509 Essex Avenue
Springfield, VA 22150 (703) 569-8574

Committee for Children - National

172 20th Avenue
Seattle, WA 98122 (206) 322-5050

Crime Victims Litigation Project

4530 Oceanfront Drive
Virginia Beach, VA 23451
(804) 422-2692 or 428-1825

C. Henry Kempe Center for Prevention and Treatment of Child Abuse and Neglect

1205 Oneida Street, Denver, CO 80220
(303) 321-3963

Equal Employment Opportunity Commission

(800) 669-4000

Mothers Against Drunk Driving National Office

511 E. John Carpenter Freeway, #700
Irving, TX 75062-8187 (214) 744-6233
For Victims: (800) 438-6233

National Association of Attorneys General

Crime Victims Project
444 N. Capitol Street, #403
Washington, DC 20001 (202) 434-8000

National Association of Working Women - 9 to 5

614 Superior Ave., NW
Cleveland, OH 44113-1387
Sexual Harassment Hotline: (800) 522-0925

National Black Child Development Institute

1023 15th Street, N.W., Suite 600
Washington, DC 20005 (202) 387-1281

National Center on Child Abuse and Neglect

Post Office Box 1182
Washington, DC 20013 (202) 205-8586

National Center for Missing and Exploited Children

2101 Wilson Boulevard, Suite 550
Arlington, VA 22201
(800) 843-5678 (703) 235-3900

National Center for Prosecution of Child Abuse

99 Canal Center Plaza, Suite 510
Alexandria, VA 22314 (703) 739-0321

Nat'l Center on Women and Family Law, Inc.

799 Broadway, Room 402
New York, NY 10003 (212) 674-8200

National Resources continued

National Clearinghouse on Marital Rape
2325 Oak Street
Berkeley, CA 94708 (510) 524-1582

National Children's Advocacy Center
106 Lincoln Avenue, Huntsville, AL 35801
(205) 533-5437

National Coalition Against Domestic Violence
Post Office Box 34103
Washington, DC 20043-4103 (202) 638-6388

National Coalition Against Sexual Assault
Post Office Box 21378
Washington, DC 20009 (202) 483-7165

National Coalition for Children's Justice
2119 Shelburne Road
Shelburne, VT 05482 (802) 985-8458

Nat'l Committee for the Prevention of Child Abuse
332 South Michigan Avenue, Suite 1600
Chicago, IL 60604 (312) 663-3520

Nat'l Council on Child Abuse & Family Violence
1155 Connecticut Avenue, NW, Suite 400
Washington, DC 20036 (800) 222-2000

National Gay & Lesbian Task Force
Anti-Violence Project
1734 14th Street, NW, Washington, DC 20009
(202) 332-6483

National Legal Resource Center for Child Advocacy and Protection
1800 M Street, NW, 2nd Floor, South Lobby
Washington, DC 20036-5886 (202) 331-2250

National Organization for Victim Assistance
1757 Park Road, NW.
Washington, DC 20010 (202) 232-6682

Nat'l Resource Center on Child Sexual Abuse
107 Lincoln
Huntsville, AL 35801 (800) 543-7006

National Victim Center
309 West 7th Street, Suite 705
Fort Worth, TX 76102 (817) 877-3355

Nat'l Youth Crisis Hotline Children's Rights of America, Inc.
10225 Ulmerton Road, Suite 7B
Largo, FL 34641 (800) 442-4673

Parents of Murdered Children and Other Survivors of Homicide Victims - National
100 East Eighth Street, Suite B-41
Cincinnati, OH 45202 (513) 721-5683

Parents Anonymous
6733 S. Sepulveda, Suite 270
Los Angeles, CA 90045
(800) 421-0353 (213) 388-6685

Parents United, Daughters and Sons United, Adults Molested As Children United
Post Office Box 952 San Jose, CA 95108
(408) 453-7611

Society for Young Victims
66 Broadway
Newport, RI 02840
(401) 847-5083 (800) 999-9024

IMPORTANT INFORMATION
This information is important and should be recorded

DATE OF CRIME _____

DEFENDANT'S NAME _____

CRIMINAL CHARGE(S) _____

POLICE CASE NUMBER (OCA#) _____

POLICE OFFICER AT THE SCENE _____

DETECTIVE _____

POLICE DEPARTMENT VICTIM ADVOCATE _____

DISTRICT ATTORNEY _____

DISTRICT ATTORNEY VICTIM/WITNESS ASSISTANT _____

DEFENDANT'S ARREST DATE _____

FIRST APPEARANCE DATE _____ JUDGE _____ LOCATION _____

BOND HEARING DATE _____ JUDGE _____ LOCATION _____

ROBABLE CAUSE HEARING DATE _____ JUDGE _____ LOCATION _____

GRAND JURY INDICTMENT DATE _____

UPPERIOR COURT ARRAIGNMENT DATE _____ JUDGE _____ LOCATION _____

TRIAL OR PLEA DATE _____ JUDGE _____ LOCATION _____

SENTENCING HEARING DATE _____ JUDGE _____ LOCATION _____

DEFENDANT'S SENTENCE _____ YEARS _____ MONTHS _____

ACTIVE _____ SUSPENDED _____

PROBATION _____

CONDITIONS OF PROBATION: _____ ACTIVE _____ SUSPENDED _____

COMMUNITY SERVICE _____

HOUSE ARREST _____

RESTITUTION _____

DEFERRED PROSECUTION _____

PAROLE HEARING DATES _____

CONDITIONS OF PAROLE _____

NOTES:

Acknowledgements

NC-VAN wishes to extend our appreciation to all those who have contributed their time and efforts to making the Crime Victim's Handbook a reality.

Handbook Project Chairs:
Jan Phillips and Catherine Smith

Dick Adams
Kim Alexander
Leigh Dudasik
Shirley Hardee

Caren Johnson
Kristine Lanning
Betty Parks
Ross Parks

Pat Peterson
Ellen Scouten
Nedra Wilson
Art Zeidman

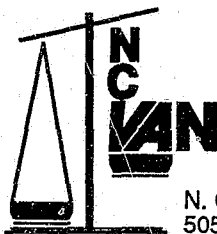
North Carolina Victim Assistance Network...

The North Carolina Victim Assistance Network (NC-VAN) was founded in 1986 to assist victims of crime. NC-VAN strives to educate North Carolinians about the devastating impact of crime and its effect on our society; works to strengthen partnerships among all agencies and groups concerned with enhancing victims' rights and encouraging their participation within our system; provides educational conferences to assist victim advocates, criminal justice and law enforcement officials and others committed to ensuring that victims have a voice, and to bring them the care and compensation they deserve.

Handbook Resources

Child Abuse Prevention - Western North Carolina Child Abuse Center
Coming Back: Rebuilding Lives After Crisis and Loss - Ann Kaiser Stearns, 1988, Random House
Crime Victims and the Media - National Victim Center, 1992
In Pursuit of Justice - NC Dept. of Crime Control and Public Safety
Murder, This Could Never Happen to Me - Jerry Harris, Ph.D., Jimmy Sprang, MSSW, CSW, Karan Komsak, M. Division
No Time for Goodbyes - Janice Harris Lord, 1987, Pathfinder
Peace, Love and Healing - Bernie S. Siegal, M.D.
Personal Safety Tips - NC Division of Crime Prevention
President's Task Force on Victims of Crime, Final Report 1982
Surviving Violent Crime - 13th Judicial Circuit Solicitor's Office, 1992, Jayne Crisp
The Crime Victims Book - Morton Bard and Dawn Sangry
Victim Compensation - NC Division of Victim and Justice Services
Victims of Crime Information Handbook - Victim Assistance, Forsyth Co. Sheriff's Depart, Linda Strugill
9-5 - National Assn. for Working Women, 1992, Ellen Bravo, Ellen Cassidy, John Wiley & Sons, Inc.

A Service of:



N. C. Victim Assistance Network
505 Oberlin Rd., Suite 151, Raleigh, N C 27605 — 919/831-2857