REPORT CRIME/TIPS ONLINE
Silent Witness is a way for the community to report a crime or a tip to the UPD and remain anonymous. The system was designed so no I.P. address is captured therefore assuring your privacy.

www.unf.edu/upd

Visit us on the Internet at
www.unf.upd.edu

Find us on Facebook:
UNF Police Department
Facebook.com/UNFPD

The University of North Florida Police Department is accredited by the Commission for Florida Law Enforcement Accreditation.
If you are reading this booklet, you or someone close to you has probably been the victim of a crime. I regret that this has happened to you. As Chief, I commit to you the resources and services of the University of North Florida Police Department to aid in your recovery from victimization. It is our intent to provide you with help and support during your healing process.

The services listed in this publication are carefully tailored to meet your needs. They can be very useful to you as you go through the investigation and other aspects of the criminal justice system. In the coming weeks, you may experience many feelings such as frustration, confusion, sadness, and anger. Talking with someone who understands can help.

The employees of the University Police Department will use their professional skills to uncover the facts, identify the responsible person or people, and work for a successful prosecution. To make this process a little easier for you, we have provided two support services: a Victim Services Counselor and the Victim Information and Notification Everyday (VINE) System.

The University Police Department cares about you. We are working every day to support victims of crime and their families.

Sincerely,

Director of Public Safety
Chief of Police

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Family Support Services of Northeast Florida Inc. 421-5800
Families of Slain Children, Inc. 361-8656
Hurtig Families with Children in Crime Inc. 755-9883
MADD (Mothers Against Drunk Driving) 1-800-772-6233
MADD DADS 781-0905
Justice Coalition 783-6312
Survivors of Suicide (Hotline) 868-5156

**Additional numbers that may be of assistance:**

AIDS Hotline 1-800-352-2437
N.E.F. AIDS Network 356-1612
City Information 630-2489
Crime Stoppers 1-866-845-TIPS (8477)
Courthouse Information 255-2000
Department of Juvenile Justice 391-3877
Florida Council Against Sexual Violence 1-888-956-7273
Florida Department of Corrections Victim Information and Notification Everyday (VINE) & Victim Assistance Office 1-877-8-VICTIM (1-877-884-2846)
Toll-Free VINE Line: 1-877-VINE-4-FL (1-877-846-3435)
Florida Department of Law Enforcement Sexual Offender/Predator Unit 1-888-357-7332
Jail Information 630-5787
JSO Public Records 630-2209
JSO Information 630-7600
Medical Examiner 255-4000
Public Defender’s Office 630-1501
State Attorney’s Office 630-2400

**Legal Assistance**

Jacksonville Area Legal Aid 356-8371
Florida Bar 1-850-561-5650
State Attorney’s Office Legal Information 630-2400

**Medical Facilities**

Baptist Medical Center (Downtown) 202-2000
Baptist Medical Center (Beaches) 247-2900
Baptist Medical Center (Old St. Augustine Road) 821-6000
Health Department (main) 253-1000
Memorial Hospital 399-6111
Shands Jacksonville. 244-0411
St. Luke’s Hospital. 296-3700
St. Vincent’s Medical Center 308-7300
### Contact Information

**National Teen Dating Abuse Hotline**
- 1-866-331-9474
- 24 hour hotline/Rape Recovery Team
- 358-RAPE(7273)

**Sexual Assault / Suicide/feeling hopeless/suicide prevention**
- 632-0600 / 1-866-318-0211

**Sexual Assault Response Center**
- 630-6330

**Youth Crisis Center**
- 725-6662

#### Financial Assistance

- Beaches Emergency Assistance Ministry: 241-2326
- Catholic Charities: 632-0600
- Downtown Ecumenical Services Council: 358-7955
- Victim Compensation: 1-800-226-6667

#### Food Assistance

- Beaches Emergency Assistance Ministry: 241-2326
- Catholic Charities: 632-0600
- Downtown Ecumenical Services Council: 358-7955
- Jewish Family Services: 448-1933
- Salvation Army Food Bank: 355-5239
- Second Harvest Of North Florida: 353-3663
- United Church Outreach Ministry: 396-2401

#### Shelters

- Circle of Love, 13519 N. Main St.: 696-3105
- City Rescue Mission, 234 W. State St.: 387-4357
- New Life Inn, 234 W. State St: 387-4357
- Hubbard House for Battered Women and Children: 354-3114
- Salvation Army, 900 W. Adams St: 356-8641
- Sulzbacher Center for The Homeless, 611 E. Adams St: 359-0457
- Community Connection (formally YWCA), 325 E. Duval St: 354-6681

#### Victim Services-General

- City Victim Services Center: 630-6300
- Dept. of Children & Families (Abuse, Neglect, & Exploitation): 1-800-962-2873
- Disabled Services: 630-4940
- Fleet & Family Support Center, N.A.S. Jax: 542-2766
- Fleet & Family Support Center, N. A.S. Mayport: 270-6600
- Sexual Assault Response Center: 630-6330
- Sheriff's Office Victim Services Counselor: 630-1764
- State Attorney's Victim-Witness Services: 630-2502
- Women's Center of Jacksonville/Rape Recovery Team: 722-3000

#### Victim Support Groups

- Compassionate Families, Inc. (Homicide Survivors): 354-0007
- Compassionate Friends (Bereaved help for Families of Deceased Children): 308-7481

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**Notice of Legal Rights and Remedies for Victims of Domestic Violence, Dating Violence, Repeat Violence, Sexual Violence, Stalking**

**YOUR CASE INFORMATION**

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<tr>
<th>University of North Florida Police Department Law Enforcement Agency</th>
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<td><strong>904-620-2800</strong></td>
<td>UNFPD’s Non-Emergency Number</td>
</tr>
<tr>
<td><strong>UNF Women’s Center</strong> Building 2, Suite 2100</td>
<td></td>
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<tr>
<td>24-hour Crisis Line (904) 620-1010</td>
<td></td>
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<tr>
<td>(904) 620-2528</td>
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<tr>
<td><strong>Local domestic violence center:</strong> Hubbard House</td>
<td></td>
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<tr>
<td>24 hour hotline: 904-354-3114 or 1-800-500-1119</td>
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<tr>
<td><strong>Local designated rape crisis center:</strong> The Women's Center of Jacksonville</td>
<td></td>
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<tr>
<td>5644 Colcord Avenue</td>
<td></td>
</tr>
<tr>
<td>Jacksonville, FL 32211</td>
<td></td>
</tr>
<tr>
<td>904-722-3000</td>
<td></td>
</tr>
<tr>
<td>Hotline: 904-721-7273</td>
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</table>

**Rape Recovery Team**
- 24 hour hotline: 904-358-RAPE (7273)
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### Clothing
Downtown Ecumenical Services Council 358-7955

### Counseling Services and Self-help Support Groups

#### Mental Health:
- River House (Arlington) 726-0026
- National Alliance for the Mentally Ill (Jacksonville Chapter) 724-7782
- Jewish Family & Community Services 448-1933
- Lutheran Social Services 448-5995
- Mental Health Center 695-9145
- Northwest Behavioral Health Services (Northside) 781-0600
- River Region 899-6300
- Women’s Center of Jacksonville/Rape Recovery Team 722-3000

#### Children’s Mental Health Providers:
- Child Guidance Center 448-4700
- Northwest Behavioral Health Service 781-0600
- Daniel’s (Residential) 296-1055
- Mental Health Resource Center 642-9100
- Youth Crisis Center-Family Link (south) 720-0002

#### Homeless Mental Health Services:
- I.M. Sulzbacher Center 359-0457
- Mental Health Resource Center-Quest/Link Program 358-2411

#### Substance Abuse:
- A. A. Info Center 399-8535
- N. A. Help Line (Narcotics) 723-5683
- Gateway Community Services (Alcohol and Drugs) 387-4661, x172
- River Region Human Services (Narcotics) 899-6300

### Credit Counseling / Identity Theft
- Equifax Credit Bureau Fraud Department 1-800-525-6285
- Experian Information Solution 1-888-397-3742
- Federal Trade Commission 1-877-IDTHEFT (438-4338)
- Social Security Administration Fraud Hotline 1-800-269-0271
- Family Foundations — Consumer Credit Counseling Services 396-4846

### Crisis Lines
- Domestic Violence Hubbard House Shelter 354-3114
- Florida Domestic Violence Hotline 1-800-500-1119
- Florida Child and Elderly Abuse Hotline 1-800-962-2873
- National Child Abuse Hotline 1-800-422-4453
- National Domestic Violence Hotline 1-800-799-7233
Victims and the general public may register at any time for notification. When an offender is released, transferred, escapes, or dies, registered persons will receive an automatic telephone notification.

**HOW DO I REGISTER?**

To register, call VINE and follow prompts. Caller will simply enter telephone number, including area code, where they want to be reached. Caller will then be asked to enter a Personal Identification Number (PIN) for use during notification to confirm that the message was received.

**AUTOMATIC REGISTRATION**

The Jacksonville Sheriff’s Office will automatically register the victim or the appropriate next of kin of the victim who have reported an offense involving domestic violence, homicide, attempted murder, sexual battery, stalking, cyber-stalking, kidnapping related to domestic violence, and false imprisonment related to domestic violence. The victim or next of kin will provide the investigating officer with notification information and a PIN number.

Only those victims of the crimes listed above who are without a phone may be notified by mail of an inmate’s release or arrest.

**NOTIFICATION**

VINE calls automatically when an offender’s custody changes. Listen to the entire message, enter the PIN and press the # when prompt. The VINE service will keep trying to reach you. If there is no answer or the line is busy, VINE will continue to call every half an hour for 24 hours, until a PIN number is entered to stop the notification calls. Call 630-5747 for more information or visit www.jaxsheriff.org

**INFORMATION**

For custody information, call VINE and follow prompts. VINE will quickly tell the caller if the offender is in custody, and the name and location of the facility where the offender is in custody. Anyone may call VINE to check on an offender’s custody status. Live operator assistance is available, 24 hours a day, seven days a week.

Do not depend solely on the VINE program for your protection. If you feel that you may be at risk, take precautions as if the offender has already been released.

**IF YOU HAVE BEEN THE VICTIM OF A CRIME (OR IN CERTAIN CASES, THE SURVIVING SPOUSE, FAMILY MEMBER OR A PERSON LEGALLY DEPENDANT UPON THE VICTIM), YOU MAY BE ENTITLED TO FINANCIAL ASSISTANCE FROM THE CRIMES COMPENSATION TRUST FUND.**

**VICTIM COMPENSATION**

1-800-226-6667

Or

Division of Victim Services
850-414-3300

Information on both of these can be found at http://myfloridalegal.com

There are also many local agencies that can provide assistance to you and your family:

For general information on a variety of different services available in our community, contact the United Way at 2-1-1

**DID YOU KNOW?**

- In Florida, a person is killed by a family member every 36 hours.
- Domestic Violence is the leading cause of injury to women.
- More than 124,000 incidents of domestic violence are reported in Florida each year, involving victims young and old, male and female.

**WHAT IS DOMESTIC VIOLENCE?**

Under the provisions of Section 784.046 of the Florida Statutes, sexual violence is one incident of:

- Sexual battery, as defined in chapter 794;
- A lewd or lascivious act, as defined in chapter 800, committed upon or in the presence of a person younger than 16 years of age;
- Luring or enticing a child, as described in chapter 787;
- Sexual performance by a child, as described in chapter 827; OR

Any other forcible felony wherein a sexual act is committed or attempted, regardless of whether criminal charges based on the incident were filed, reduced, or dismissed by the state attorney.

**WHAT IS SEXUAL VIOLENCE?**

Under the provisions of Section 784.046 of the Florida Statutes, sexual violence is violence against a person younger than 16 years of age.

**WHAT IS DATING VIOLENCE?**

Under the provisions of Section 784.046 of the Florida Statutes, dating violence is violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:

- A dating relationship must have existed within the past 6 months;
- The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
The frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

The term does not include violence in a casual acquaintanceship or violence between individuals who only have engaged in ordinary fraternization in a business or social context.

WHAT IS STALKING?
Under the provisions of Section 784.048 of the Florida Statutes, stalking occurs when a person willfully, maliciously, and repeatedly follows, harass, or cyber stalks another person. Aggravated stalking occurs when that person makes a credible threat to that person through stalking.

WHAT IS REPEAT VIOLENCE?
Under the provisions of Section 784.046 of the Florida Statutes, repeat violence means two incidents of violence or stalking one of which must have been within 6 months of filing a petition and must have been directed against the petitioner or the petitioner’s immediate family member.

WHAT DOES THE LAW MEAN?
You have the right to ask the State Attorney to file a criminal complaint, and you have the right to go to court and file a petition requesting an injunction for protection against domestic violence, repeat violence, dating violence, sexual violence, or stalking and ask the state attorney to file a criminal complaint.

YOU HAVE RIGHTS.
KNOWING YOUR LEGAL RIGHTS AND OPTIONS IS THE FIRST STEP TOWARD ENDING ABUSE.

IF YOU ARE THE VICTIM OF DOMESTIC VIOLENCE, you may ask the state attorney to file a criminal complaint.

YOU HAVE RIGHTS.
KNOWING YOUR LEGAL RIGHTS AND OPTIONS IS THE FIRST STEP TOWARD ENDING ABUSE.

IF YOU ARE THE VICTIM OF DOMESTIC VIOLENCE, you may ask the state attorney to file a criminal complaint.

mation provided in Florida Statute 55.10, and Florida Statutes chapter 55 generally, the Clerk’s Office, Secretary of State, the court and the Florida Bar also have information available.

In cases where the defendant has been convicted of a felony or has pleaded guilty or no contest to any crime, the right to appear before the sentencing court for the purpose of making a statement under oath for the record and submit a written statement under oath to the office of the state attorney, which statement shall be filed with the sentencing court.

When it is practicable, victims and witnesses may receive assistance with transportation, parking, separate pretrial waiting areas and translator services regarding court events.

The right to be notified when an offender escapes from a state correctional institution, private correctional facility, county jail, juvenile detention facility, or residential commitment facility.

Upon request, the right to have a victim advocate to attend and be present during any deposition of the victim.

The right of any person under the age of 16 or any person with mental retardation, testifying concerning any sexual offense, in either a civil or criminal trial, for the courtroom to be cleared of all persons except parties to the cause and their immediate families or guardians, attorneys and their secretaries, officers of the court, jurors, newspaper reporters or broadcasters, court reporters, (and upon request of the victim), the victims or witness advocate as designated by the state attorney’s office.

When the offense is committed by a minor, the right to request that the offender attend a different school other than one attended by the victim or victim’s siblings.

The right of a victim of an alleged sexual battery to not be asked to participate in a polygraph or any other truth-telling device as a condition of proceeding with the investigation of such an offense. Refusal of a victim to submit to such an examination shall not prevent the investigation, charging or prosecution of the offense.

Upon request, the right to have a victim advocate from a certified rape crisis center attend any forensic medical examination.

VICTIM INFORMATION & NOTIFICATION EVERYDAY (VINE)
CALL 1-877-VINE-4-FL
Toll free (1-877-846-3435)

WHAT IS VINE?
VINE is a toll-free, 24-hour telephone program that provides information and notification on offenders in the custody of the Florida Department of Corrections.
The right as a victim, a victim’s parent or guardian if the victim is a minor, a lawful representative of the victim or of the victim’s parent or guardian if the victim is a minor, or a victim’s next of kin may not be excluded from any portion of any hearing, trial or proceeding pertaining to the offense based solely on the fact that such person is subpoenaed to testify, unless, upon motion, the court determines such person’s presence to be prejudicial.

The right of the victim, victim’s parent or guardian of the victim is a minor, the lawful representative of the victim or of the victim’s parent or guardian if the victim is a minor, or the next of kin if the victim has died from causes related to the crime, to appear at the sentencing hearing, and prior to the imposition of a sentence upon any defendant who has been convicted of any felony or has pleaded guilty or nolo contendere to any crime, to make a statement under oath for the record and submit a written statement under oath to the office of the state attorney as to the victim and family’s views regarding the release of the accused pending judicial proceedings, plea agreements, participation in pre-trial diversion programs and the sentencing of the accused, in any case of a felony involving physical or emotional injury or trauma or, in a case where the victim is a minor child or in a homicide.

Upon request to the state attorney, the right to review a copy of the presentence investigation report prior to the sentencing hearing (if one is completed).

You also have the right to go to court and file a petition requesting an injunction for protection from domestic violence which may include, but need not be limited to, provisions which restrain the abuser from further acts of abuse; direct the abuser to leave your household; prevent the abuser from entering your residence, school, business, or place of employment; award you custody of your minor child or children; and direct the abuser to pay support to you and the minor children if the abuser has a legal obligation to do so.

**HOW CAN THE LAW HELP ME?**

If you have been a victim of domestic violence, repeat violence, dating violence, sexual violence, stalking, or if you are afraid that you will be hurt, Florida’s domestic violence law enables you to work with the court system to help keep you safe. Contact your local domestic violence center for safety planning prior to filing for an injunction. The Clerk of the Court is required to assist you in seeking both injunctions for protection and enforcement for a violation of an injunction. Representation by an attorney is not required of either party as per Section 741.30(1)(f) of the Florida Statutes.

To file for an injunction:

Go to the Clerk of the Court’s Office in your county courthouse located at 501 W. Adams Street, Room 2409 904-255-2000

You will need to:

- Bring identification.
- Bring information about where the abuser can be located.
- Bring any other information on the abuser, such as photos or identification.
- Bring any papers relating to your case.
- Tell the clerk that you are interested in filing a petition for injunction for protection against domestic violence, repeat violence, dating violence, or sexual violence.

The court clerk will help you in filing the proper paperwork. By filling out these forms, you will be explaining to the judge exactly what type of protection you need and from whom you need protection.

After you have completed the paperwork, the court may determine that danger of domestic violence exists. The court may order a temporary injunction, which is good for 15 days. Then a full hearing is held to consider your safety and the safety of your children.

The abuser must be served with the injunction before it becomes effective. The injunction will tell the abuser what the judge requires and when to return to court for a hearing. This hearing will be within 15 days unless the abuser cannot be served.

You are able to request notification of service of the injunction and receive notice automatically within 12 hours after the injunction is served.

It is important for you to attend the hearing so that you can make sure the judge understands exactly what help you need and why. If you do not attend, usually the judge will end the injunction.

After the hearing, a final injunction may be granted. The final injunction is valid until dissolved or amended by the court.
WHAT DO I DO IF THE ABUSER VIOLATES THE INJUNCTION?
You will receive a copy of the injunction. Keep it with you at all times.
- If the abuser violates the conditions of an injunction, call the police right away.
- The abuser may be arrested.
- If the abuser is arrested, he/she will be held until the court determines bail.
- The judge will consider your safety and the safety of your children.
- You may go to court if you wish.
- The court may order penalties as allowed by law.

If the injunction has been violated, report the violation to the Clerk of the Circuit Court only if law enforcement states it cannot issue an arrest warrant, or issue a notice to appear because there is no criminal violation. Report the violation in the county where the violation occurred and complete an affidavit in support of the violation. The judge will determine what action should be taken for your safety and the safety of your children. Under the provisions of Section 741.315(2), Florida Statutes, if you have an out of state court order for protection against domestic violence, federal and state law provides that law enforcement recognize and act on the protections in the order as if issued by a Florida court, as long as the issuing court gave the accused the opportunity for a hearing before issuing the order. This includes orders issued by courts from the District of Columbia, Indian tribes, commonwealth territories, or possessions of the United States.

Local domestic violence center:
Hubbard House
24 hour hotline: 904-354-3114
Or 1-800-500-1119
hubbardhouse.org

EXEMPTION FROM PUBLIC INSPECTION
Under the provisions of Section 119.071(2)(j) of the Florida Statutes any information which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from public inspection and examination.

You must make a written request and provide official verification, such as a law enforcement report, to the custodian of the records that an applicable crime has occurred. Such information shall remain exempt for 5 years, after which it will become available to the public.

In the case of incarcerated victims, the right to be informed and to submit written statements at all crucial stages of the criminal proceedings, parole proceedings or juvenile proceedings.

Information gained by the victim pursuant to Chapter 960, including the next of kin of a homicide victim, regarding any case handled in juvenile court, must not be revealed to any outside party, except as is reasonably necessary in pursuit of legal remedies.

The right to a prompt and timely disposition of the case in order to minimize the period during which the victim must endure the responsibilities and stress involved to the extent that this right does not interfere with the constitutional rights of the accused.

Law Enforcement must offer the victim or appropriate next of kin or designated contact, a victim notification card, and unless the right to complete the victim notification card is waived, a copy of the card must be filed with the incident report or warrant in the Sheriff’s Office of the jurisdiction where the incident report or warrant originated.

The right to have the jail, juvenile detention facility or residential commitment facility make reasonable attempts to notify you or the appropriate next of kin or designated contact, within four hours of the release of the defendant on bail, or if a juvenile offender, upon release from residential detention or commitment.

If contact is unable to be made by phone, then to receive a written notification. The right to be notified of the defendant’s release from incarceration.

Florida Statute 914.22 addresses the right of victims and witnesses to be protected from intimidation or harassment regarding your testimony or cooperation with law enforcement. Notify the Assistant State Attorney assigned to your case, or call 911 and make a report to law enforcement if this occurs.

As a victim of domestic violence, the right to have your address become confidential, pursuant to Florida Statute 741.403, (Address Confidentiality Program) if you fear for your safety or for the safety of children or an incapacitated person.

As a victim or witness, you have the right to be notified of any scheduling changes made to a criminal or juvenile justice proceeding that you have been scheduled by an agency to attend, where the change in scheduling will affect your appearance.

The right to advance notification as a victim or relative of a victim of judicial and post-judicial proceedings, including all hearings and proceedings relating to the arrest of the accused, the release of the accused, pending judicial proceedings or any modification of release conditions, and proceedings in the prosecution or petition for delinquency of the accused, including the filing of the accusatory instrument, the arraignment, disposition of the accusatory instrument, trial or adjudicatory hearing, sentencing or disposition hearing, appellate review, subsequent modification of sentence, collateral attack of a judgment, and when a term of imprisonment, detention, or residential commitment is imposed, the release of the defendant or juvenile offender from such imprisonment, detention, or residential commitment by expiration of sentence or parole and any meeting held to consider such release.
what to expect during the trial.

**SENTENCING**

After the defendant has been found guilty at trial, or has entered a plea, a hearing will be set for the judge to decide upon the sentence to be imposed. As a victim, you are able to address the court at this point, and tell the judge how the crime has affected you. You may also write a victim impact statement that can be read into the record. The Assistant State Attorney assigned to your case and a victim advocate can assist you in preparing for this.

**RESTITUTION**

In addition to any other punishment, the Court may order the defendant to make restitution to the victim for damage or loss caused directly or indirectly by the defendant's offense.

**THE JUVENILE JUSTICE PROCESS**

(If the offender is a juvenile)

**Intake**

When juveniles (under the age of 18) commit a crime, they may be taken into custody by law enforcement. Depending upon the crime, the assessment of risk to the public, as well as the needs of the juvenile, all of these factors will be considered and a determination will be made as to where the juvenile will be placed until the case is resolved. The juvenile may be placed on any of three levels of detention status: home, non-secure, or secure.

**Diversion Programs**

An alternative to trial where the juvenile is diverted to participate in a community based program. If the juvenile defendant successfully completes the program, then the charges may be dismissed.

**Formal Charges**

The filing of a petition in court by the State Attorney’s Office. The charge may be filed in either juvenile court or adult court, depending upon the crime and other statutory guidelines.

**Disposition Hearing (Sentencing)**

When a juvenile is found to have committed a delinquent act, the court will hold a dispositional hearing to determine which sanctions to impose on the juvenile. The sanctions could range from community-based sanctions like probation and community services up to residential commitment.

**Juveniles Tried as Adults**

A juvenile who has been prosecuted as an adult, may still be sentenced as a juvenile, or may be sentenced as an adult. Any juvenile who is sentenced as an adult will be treated as an adult in any future criminal proceedings.

**VICTIMS’ RIGHTS**

YOU HAVE RIGHTS as the victim of a crime. Many of these rights are found in Florida Statute 960.001 and are as follows:

As a victim who is not incarcerated, including the victim’s parent or guardian if the victim is a minor, the lawful representative of the victim or the victim’s parent or guardian if the victim is a minor, and the next of kin of a homicide victim, to be informed, to be present, and to be heard when relevant, at all crucial stages of the criminal or judicial proceeding, to the extent that this does not interfere with the constitutional rights of the accused, as provided by a6(b), Article 1 of the Florida State Constitution OR

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University of North Florida Police Department
Victim Request for Confidentiality

Case #: _________________________

Florida Statute 119.071(2)(J)(1) states:
Any information not otherwise held confidential or exempt from the provisions of Section 119.07(1) which reveals the home or employment telephone number, home or employment address, or personal assets of a person who has been the victim of sexual battery, aggravated child abuse, aggravated stalking, harassment, aggravated battery, or domestic violence is exempt from the provisions of (the Public Records Law) upon written request by the victim, which must include official verification that an applicable crime has occurred. Such information shall cease to be exempt five years after the receipt of the written request.

By my signature, I, __________________________________, am requesting the University of North Florida Police Department not release any information which reveals my home or business telephone number, home or business address, or personal assets. I understand this information will be kept confidential for a period not to exceed five years.

______________________________
Print Name

______________________________
Signature

______________________________
Date

Mail or Fax to:
University Police Department
Attn: Records Unit
1 UNF Drive
Jacksonville, FL 32224
Phone: 620-2800 / Fax: 620-2805
State Attorney’s Office will review the case and decide whether or not they will file formal charges (called an “information”). The burden upon the State Attorney’s Office is the ability to prove the case “beyond a reasonable doubt.”

ARRAIGNMENT
A letter notifies the victim/witness that an arraignment has been scheduled. As a victim, you are not required to appear at this proceeding unless you receive a subpoena, but you do have the right to be present if you want to attend.

At an arraignment, the judge again notifies the defendant as to what he/she is charged with, and the defendant must enter a plea of not guilty, no contest, or guilty. Arraignment is one of the earliest stages of the process, so keep in mind that if a defendant enters a plea of “not guilty” at arraignment, it does not mean he/she will not change that plea later to a “guilty” or “no contest” plea.

The judge may issue special conditions for the defendant to follow if the defendant is released from custody pending trial or disposition of the case.

DEPOSITION
You may receive a subpoena requiring your appearance at a deposition. The subpoena is usually issued upon the request of the defense attorney. At a deposition, the victim(s) and witness(es) must appear at the date and time on the subpoena to answer questions, under oath, concerning knowledge of the criminal offense. An Assistant State Attorney is also present and will likely speak to or meet with you beforehand to further explain the deposition process.

HEARINGS
In most felony cases there are multiple hearings that occur prior to the disposition of the case. Some are called “pre-trial hearings” and the judge monitors the readiness of the case to be set for trial. Other hearings will be legal arguments that are the result of motions filed by the attorneys.

It is important to remember, that while it is your right as a victim to attend these hearings, you will not be permitted to speak at all of them. The Assistant State Attorney handling your case will be able to explain to you at which stages your attendance is necessary, as well as at which stages you are able to address the court.

One of the stages where you will be permitted to address the court, is at the sentencing hearing. The sentencing hearing occurs either after the defendant has entered a plea (of guilty or no contest), or the defendant has proceeded to trial and has been found guilty by the jury.

TRIAL
Many cases do not proceed to trial as the defendant either enters into a plea agreement or enters a plea straight up to the judge.

If the case that you are involved in does proceed to trial, you will receive a subpoena as to the week that the trial is set to go. The trial may go at anytime during that week and so it is important to remain in contact with the State Attorney’s Office and make them aware of any changes to your phone number or address.

If the case in which you are a victim or witness does proceed to trial, the Assistant State Attorney handling your case, will speak with you as to
crime if the employer has 50 employees or more and you have worked for the employer for at least three months, you provide some documentation of the crime, and you have used other available leave (Florida Statute §741.313).

Additional Resources:
Victim Compensation
1-800-226-6667
http://myfloridalegal.com

Florida Council Against Sexual Violence
Statewide information and referral line: 1-888-956-7273
www.fcasv.org

Florida Department of Corrections
Victim Information and Notification Everyday (VINE) &
Victim Assistance Office
1-877-8-VICTIM (1-877-884-2846)
Toll-Free VINE Line: 1-877-VINE-4FL (1-877-846-3435)
www.dc.state.fl.us/oth/victasst/index.html

Florida Domestic Violence
Sexual Offender/Predator Unit
1-888-357-7332
www.fdle.state.fl.us

Florida Abuse Hotline
1-800-962-2873

AS A VICTIM OR WITNESS, IT IS IMPORTANT THAT YOU ARE PROVIDED WITH INFORMATION TO HELP YOU THROUGH THE CRIMINAL JUSTICE PROCESS. IT IS ALSO IMPORTANT THAT YOU COOPERATE WITH LAW ENFORCEMENT AND WITH THE ASSISTANT STATE ATTORNEY ASSIGNED TO YOUR CASE.

This portion of the booklet is to help you to better understand the criminal justice process. It is a summary of the various stages in criminal cases. Because each case and set of facts are different, there will also be differences between cases as to how long they will continue, and how they are disposed.

For example, one defendant may decide to plea to the charges against him / her at the early stages of the case, while another defendant may decide to represent himself and many motions and hearings may be held prior to trial or disposition of the case.

The State Attorney’s Office will make you aware of any court appearances where your presence is needed. Although you have the right to attend all stages of the criminal justice process, you are not permitted to speak at each stage of the process.

ARREST
In order for an arrest to be made by law enforcement, probable cause must exist. Depending upon the circumstances of each case an arrest may be made either at the time of the offense or soon after, or an arrest may be made pursuant to an arrest warrant.

DECISION AS TO WHETHER OR NOT CHARGES CAN BE FILED
Once an arrest has been made, the

WHOM SHOULD I TALK TO FOR MORE INFORMATION?
Florida Domestic Violence Hotline
1-800-500-1119 (For legal assistance hit prompt #3)

Florida Abuse Hotline
1-800-962-2873 (To file confidential reports of child abuse)

National Child Abuse Hotline
1-800-422-4453 (24 hour help line which provides crisis counseling, information and referrals)

National Domestic Violence Hotline
1-800-799-7233

National Teen Dating Abuse Hotline
1-866-331-9474

IF YOU HAVE BEEN THE VICTIM OF A CRIME (OR IN CERTAIN CASES, THE SURVIVING SPOUSE, FAMILY MEMBER OR A PERSON LEGALLY DEPENDANT UPON THE VICTIM), YOU MAY BE ENTITLED TO FINANCIAL ASSISTANCE FROM THE CRIMES COMPENSATION TRUST FUND, PURSUANT TO FLORIDA STATUTE 960.085.

Victim Compensation
1-800-226-6667
Or
Division of Victim Services
850-414-3300

HUMAN TRAFFICKING-FLORIDA STATUTE; SECTION 787.06
Human Trafficking is the international or domestic recruitment, harboring, transporting, or obtaining of any human through force, fraud, or coercion, for the purpose of exploitation which includes, at minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labor or services, slavery or practices similar to slavery, and servitude. If you are a victim, please call 911 or 904-620-2800, or 1-888-3737-888, (National Human Trafficking Resource Center).

WHAT IS SEXUAL BATTERY?
In the state of Florida, the legal term for the crime of rape or sexual assault is sexual battery (Chapter 794, F.S.).

Sexual battery means oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object committed without your consent.

Consent means intelligent, knowing, and voluntary consent and does not include coerced submission. The law says that consent does not mean your failure to offer physical resistance to the offender.

If you are under 16 years of age, consent cannot be used as a defense to a sexual crime. Further, a 16- or 17-year-old cannot legally consent to sexual activity with a person in a position of familial or custodial authority or to a person 24 or older.

MEDICAL CARE AND EVIDENCE COLLECTION:
When a sexual crime has occurred,
you may be examined by a registered nurse or a doctor. Law enforcement should provide or arrange for transportation to the appropriate medical facility. Once there, in a private area, the medical professional will conduct a head-to-toe exam checking for injuries and collecting evidence which may include a pelvic exam and taking photos. As a victim, you have the right to:

- Say no to any part of the exam at any point.
- Keep the exam confidential.
- Have an advocate from a certified rape crisis center with you.

The medical professional will ask you some questions about the crime and your medical history. The medical professional also may:

- Take blood, urine, saliva, pubic hair comings, and/or nail samples.
- Place items of your clothing into the exam kit.

The medical professional can prescribe medications to protect you from certain sexually transmitted infections and recommend follow-up medical care.

- HIV prevention medication may be available if that is of particular concern to you and should be started right away.
- If you are concerned about pregnancy as a result of the crime, you should be provided with medically correct information about the way to receive or purchase emergency contraception to prevent pregnancy. Emergency contraception should be started within 120 hours of the crime and is available over the counter to women 18 and older at many pharmacies.

The exam is free, regardless of whether or not the victim is pursuing criminal charges against the offender, although the victim may be responsible for medications and additional healthcare costs.

**WHAT IF I FEAR FOR MY SAFETY?**

If you fear for your safety or fear offender contact, you can seek a sexual violence injunction (Florida Statute §784.046), sometimes referred to as a restraining order or protection order.

- Parents or legal guardians can file on behalf of victims under 18.
- To obtain the injunction you or your guardian must report the crime to law enforcement and cooperate in any criminal proceeding against the offender.
- You may also seek an injunction against an offender who has been released from jail or prison or who will be released within 90 days.
- Filing for a sexual violence injunction is free.
- The application can be made at a local courthouse with assistance from the court clerk.

**Help is Available:**

Anyone who has been the victim of a sexual crime needs compassion, sensitivity and caring. Dealing with the feelings and issues resulting from the crime can be overwhelming and confusing. Services including hotline, crisis intervention and advocacy are available to you free of charge from your local certified rape crisis center. An advocate from a rape crisis center can:

- Help you understand in greater detail many of the issues described in this brochure.
- Assure you that your reactions are a normal part of the response to the crime.
- Listen to your feelings and concerns.
- Help you understand and weigh your options.
- Be with you at appointments if you desire.
- Contact others on your behalf with your permission.

Rape crisis centers are legally and ethically required to protect your confidentiality (Florida Statute §90.5035). Unless you specifically ask them in writing with your signature to release information about you, they will not. Call 1-888-956-7273 to be referred to local services.

**Our local certified rape crisis center is:**

The UNF Women’s Center 5644 Building 2, Suite 2100

**Victim Compensation:**

As a victim of a sexual crime, you may be eligible for financial assistance for:

- medical care,
- lost income,
- mental health services, and
- other out-of-pocket expenses directly related to the injury.

To apply for assistance, check on the status of your application, or if you are in need of any other help, contact the Division of Victim Services within the Office of the Attorney General toll free at 1-800-226-6667.

**Victims of Sexual Crimes have various other rights, many of which are found in Chapter 960 of the Florida Statutes and can be found in the Victim’s Rights section of this handbook. The following are rights that are specific to victims of sexual crimes and include the right:**

To have information about the criminal investigation of the crime that might identify you kept confidential and exempt from public records (Florida Statutes §119.071 and §92.56).

- To have an advocate from a certified rape crisis center with you during the forensic examination.
- To have an advocate with you during a discovery deposition (a defense attorney’s pre-trial questioning of witnesses).
- To have the offender, if charged with the crime, tested for HIV and hepatitis and to receive the results of that testing.
- To attend the sentencing or disposition of the offender and request that the offender be required to attend a different school if the offender goes to your school or your sibling’s school.
- To be told of judicial proceedings and scheduling changes.
- To have information about release of the offender from incarceration from a county or municipal jail, juvenile detention facility, or residential commitment facility.
- To tell the prosecutor what you want to happen in the case.
- To request restitution.
- To give an oral or written impact statement.
- To not be asked or required to take a polygraph examination as a condition of going ahead with the investigation of the offense.
- To take up to three days of leave, which can be paid or unpaid depending on the employer, to deal with issues that arise from the...