

In the Supreme Court of the State of Idaho

IN RE: ADOPTION OF THE IDAHO
DOMESTIC VIOLENCE COURT
POLICIES AND PROCEDURES

ORDER

The Court has reviewed a recommendation from the Children and Families in the Court Committee (CFCC) and its Domestic Violence Advisory Team (DVAT) to adopt the Idaho Domestic Violence Court Policies and Procedures.

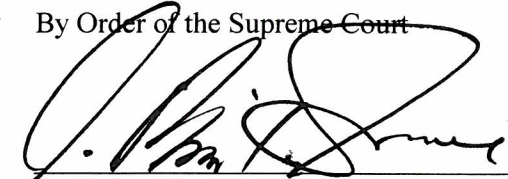
The CFCC and DVAT has advanced these policies and procedures to assist in continuing and enhancing statewide consistency in practice that aligns with the most recent research and knowledge in the field. These Policies and Procedures provide a foundation for new domestic violence courts and/or new domestic violence court judges in establishing or enhancing practice. In addition, these Policies and Procedures provide existing domestic violence courts with additional guidance in developing and maintaining written protocols and practices.

NOW, THEREFORE, IT IS HEREBY ORDERED that the attached Idaho Domestic Violence Court Policies and Procedures be, and are hereby adopted pursuant to Idaho Code § 32-1409(1).

This order shall be effective on the date signed.

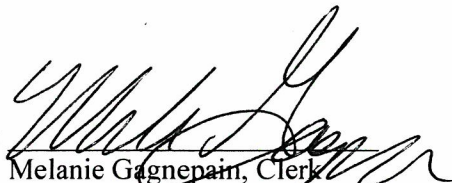
DATED this 9th day of December, 2022.

By Order of the Supreme Court



G. Richard Bevan
Chief Justice, Idaho Supreme Court

ATTEST:


Melanie Gagnepain, Clerk

I, Melanie Gagnepain, Clerk of the Supreme Court/
Court of Appeals of the State of Idaho, do hereby
Certify that the above is a true and correct copy of the
order entered in the above entitled
cause and now on record in my office, WITNESS my
hand and the Seal of this Court 12-9-22
Melanie Gagnepain, Clerk

By W. Up Deputy



Idaho

Domestic Violence Court Policies and Procedures

Administrative Office of the Courts

451 W State Street • Boise, ID 83702 • isc.idaho.gov

Contents

Introduction	3
Acknowledgement	3
Statement of Purpose.....	4
I. Key Stakeholders for Domestic Violence Courts	5
II. Formation of a Domestic Violence Court	5
III. Existing Domestic Violence Courts.....	6
IV. Termination of a Domestic Violence Court	7
V. Case Assignment and Eligibility	7
VI. Expedited Hearings.....	8
VII. Case Management and Coordination	9
VIII. Services and Resources for Victims and Families	11
IX. Victim Rights	12
X. Monitoring and Supervision of Offender Progress.....	13
XI. Evaluation and Assessment of Offenders.....	15
XII. Intervention, Treatment, and Rehabilitative Services	16
XIII. Collaboration	17
XIV. Courthouse Safety	19
XV. Evaluation and Monitoring of Domestic Violence Courts	20
XVI. Mentoring.....	21



Introduction

Idaho's domestic violence courts seek to improve the civil and criminal justice systems response to domestic violence by enhancing offender accountability and victim safety as well as providing effective case management and coordination of information when families are involved in multiple related cases.

Domestic violence courts are specifically designed to promote offender accountability and victim safety; informed judicial decision-making; consistent handling of domestic violence matters; efficient case processing; comprehensive treatment plan for offenders; and a concentration of social services for victims and their children.

Idaho was the first state in the nation to adopt legislation authorizing the establishment of domestic violence courts statewide. Not only are Idaho's statutory provisions, Idaho Code [§ 32-1408 through § 32-1410](#), regarding statewide domestic violence courts legislatively distinctive, the creation and legislative support of a Domestic Violence Court Coordinator is innovative and is currently the only such legislation in the country. This legislative support provides funding for district Domestic Violence Court Coordinators, offender risk assessments, training opportunities, and support for domestic violence courts.

Acknowledgement

We are grateful to the [Center for Court Innovation](#), a pioneer in the creation of specialized domestic violence courts, for their on-going technical assistance, support, training materials, publications, and their knowledge they have shared with Idaho stakeholders over the years. Their publications, knowledge, and research assisted in the development, revision, and improvement of this document. The Center for Court Innovation is a non-profit think tank that works with criminal justice practitioners, community-based organizations, and ordinary citizens to develop creative responses to public safety problems, aid victims, reduce crime, and improve public confidence in justice.



Statement of Purpose

These policies and procedures are intended to capitalize on the benefits of domestic violence courts, and to foster their development and effective operation statewide. The purpose of this document is to set forth policies and procedures to provide a sound and consistent foundation for the effective development, operation, and evaluation of Idaho's domestic violence courts (Idaho Code § [32-1409](#)). These policies and procedures articulate best practices and identify elements that are correlated with desired results and outcomes, including reducing recidivism, increasing accountability for offenders, and enhancing victim and family member safety (Idaho Code § [32-1408](#)). Domestic violence courts have proven to benefit victims, family members, and the community.

Not all models for domestic violence courts are the same, but all successful models share a number of common elements. These policies and procedures intend to provide a foundation for Idaho's domestic violence courts and incorporate research-based practices to provide the optimal opportunity for success. Each domestic violence court should develop and refine local practices that reflect adherence to these policies and procedures.



I. Key Stakeholders for Domestic Violence Courts

Domestic violence courts coordinate information to provide effective interaction and use of resources among the courts, justice system personnel, and community agencies.

Each domestic violence court will coordinate with the following key stakeholders, which may include; but not limited to:

1. judges,
2. prosecutors,
3. public defenders or defense counsel,
4. system-based victim advocates, including victim witness coordinators,
5. Trial Court Administration,
6. Family Court Services,
7. Domestic Violence Court Coordinator,
8. community-based victim advocacy agencies,
9. treatment/intervention providers,
10. probation, or
11. law enforcement.

II. Formation of a Domestic Violence Court

Each court planning to implement a new domestic violence court must complete and submit the approved application and Memorandum of Agreement.

- A. The process will begin with naming a Domestic Violence Court Implementation and Oversight Team to complete the application and create operational protocols discussed below.
- B. The application will list the members of the Domestic Violence Court Implementation and Oversight Team as defined below.
- C. The application, signed by the Administrative District Judge, Trial Court Administrator, and the presiding domestic violence court judge, will include written criteria, protocols, and practices that incorporates these policies and procedures, which are deemed



essential for the operation of all successful domestic violence courts.

- D. The application should also include a Memorandum of Agreement (MOA) signed by key stakeholders in support of the implementation and operation of the domestic violence court to increase offender accountability and enhance victim safety.
- E. The completed and signed application, including all criteria, protocols, and practices as well as the MOA for implementation of a domestic violence court is submitted to the Idaho Supreme Court Children and Families in the Courts Committee (CFCC), Domestic Violence Advisory Team.
- F. The CFCC Domestic Violence Advisory Team will review the proposed application, including all criteria, protocols, and practices as well as the MOA and, when necessary, consult with the applicant prior to issuing a written recommendation to CFCC.
- G. The CFCC will review the proposed application, the MOA, and the written recommendation of the CFCC Domestic Violence Advisory Team and will approve or deny the proposed domestic violence court.
- H. The Court Programs and Services Administrator of the Administrative Office of the Courts, Justice Services Division, will maintain a copy of the submitted application, including all written criteria, protocols, practices, and signed MOA.

III. Existing Domestic Violence Courts

Domestic violence courts should regularly review and refine written criteria, protocols, and practices and notify the CFCC Domestic Violence Advisory Team of any significant changes.

- A. Existing domestic violence courts should submit written criteria, protocols, and practices incorporating these policies and procedures, as well as a MOA signed by key stakeholders to CFCC Domestic Violence Advisory Team for feedback.
- B. Domestic violence courts should regularly review and refine written criteria, protocols, and practices and update as needed. Any significant changes to the domestic violence court's criteria,



protocols, and practices will be submitted to the CFCC Domestic Violence Advisory Team for feedback prior to implementation.

- C. The CFCC Domestic Advisory Team will review all submitted criteria, protocols, practices, or any proposed changes and issue a recommendation to the CFCC.
- D. The CFCC will review and approve or deny CFCC Domestic Violence Advisory Team recommendations for all submitted criteria, protocols, practices, or any proposed changes.
- E. The Court Programs and Services Administrator of the Administrative Office of the Courts, Justice Services Division, will maintain a copy of all submitted criteria, protocols, and practices.

IV. Termination of a Domestic Violence Court

Any domestic violence court planning to terminate will submit a termination plan.

- A. Any judicial district planning to terminate a domestic violence court should submit a written notice of termination with an explanation of reasons for termination and a detailed termination plan of the domestic violence court to the CFCC Domestic Violence Advisory Team for feedback. The notice of termination will be signed by the Administrative District Judge and Trial Court Administrator and sent as far in advance of the proposed termination date.
- B. The CFCC Domestic Violence Advisory Team will review the termination plan and, when necessary, consult with the domestic violence court prior to notifying the CFCC of the termination.

V. Case Assignment and Eligibility

Written criteria for case type assignment, eligibility, and completion is developed for each domestic violence court.

- A. Each domestic violence court will develop written criteria for case assignment and eligibility into domestic violence court, including the types of cases that will be assigned, such as:



- criminal domestic violence by statute (misdemeanor, felony, or both; amended charges; remanded felonies; etc.);
 - civil protection order (CPO) cases (by type);
 - criminal no contact order (NCO) modification/termination motions;
 - criminal NCO violations;
 - other civil cases involving the same parties already assigned to domestic violence court (CPO, divorce, custody, child protection, juvenile); and
 - any other criminal cases that may impact the well-being of family members such as substance abuse, injury to child, etc.
- B. Each domestic violence court will develop written protocol or processes related to case assignment. This process should include when the case is assigned to domestic violence court, including when the event code DVC-Assigned to Domestic Violence Court is entered on the case. If there are multiple case types, explain the processes for each type, if different. See Domestic Violence Court Quick Guide.
- C. Event codes related to the completion or revocation of the domestic violence court case should be entered, as well as all other event codes related to domestic violence court. See Domestic Violence Court Quick Guide.

VI. Expedited Hearings

Domestic violence cases will be expedited to ensure victim and family safety and quick intervention response.

- A. Each domestic violence court will develop a written process including proposed timelines for expedited hearings. This process should include target time periods between the date of incident and arraignment, pre-trial conferences, motion hearings, trial settings, sentencing, and probation violation. Offender's arraignment, pre-trial, motion hearings, and trial settings will be scheduled and heard within a short time from the date of alleged offense, or sooner than other criminal cases in the county. The longer a victim must wait for legal action, the longer the victim



may be at risk. The sooner a case is heard, the sooner the victim is linked with advocates and services. The first appearance in domestic violence court is important and should be in front of the domestic violence court judge. This allows the court to set expectations and determine whether a no contact order is appropriate.

- B. Accelerated disposition of criminal domestic violence cases speeds resolution of the case, expedites the offender's entrance into intervention/treatment, provides earlier access to services for the victim and family, and provides additional judicial contact, increasing the court's ability to monitor the offender, and provide safety for the victim. Even as other family member issues and cases are addressed, criminal arraignment, motion hearings, and trial should occur quickly.

VII. Case Management and Coordination

Families experiencing domestic violence are often involved in more than one court proceeding. Effective case management and coordination ensure that decisions in one case do not conflict with existing orders in other cases and provide courts with the necessary information to protect families and victims.

- A. Best practice suggests hearings on domestic violence cases be scheduled at the same time. Domestic violence courts should have dedicated dockets to hold all domestic violence hearings, such as sentencings, no contact order motions, judicial review hearings, as well as civil protection order actions. This organized scheduling of hearings provides opportunity for victim advocates to be at domestic violence related hearings. When domestic violence hearings are scattered across various dockets throughout the day, advocates (system-based and community-based) and designated staff trained in domestic violence, including counsel, probation officers, security, etc., may be unable to attend all hearings if not managed under one docket. Courts are encouraged to streamline scheduling of court appearances to minimize



inconvenience/barriers to families and hold hearings related to the same family with close proximity and/or on the same day.

B. Any related cases should be handled by the domestic violence court judge. Unless impractical, it is recommended all related family cases and civil protection order actions of parties assigned to domestic violence court should be handled before the domestic violence court judge.

1. One of the goals of domestic violence courts is to provide effective coordination of information when families are involved in multiple cases. By handling all the related cases pertaining to a single family, the judge gains comprehensive information and can impose mandates that are consistent and designed to address all issues in the case, including terms of civil protection orders and criminal no contact orders; sentences and terms of probation; support, visitation, and custody orders; intervention/treatment mandates; and services for parties and their children.
2. If the domestic violence court judge cannot preside over all related cases, the judge should have access to information concerning all related cases and consult with the other judges assigned to hear the related cases involving the same family and/or child for the purpose of case management and coordination.
3. The domestic violence court judge should be informed of terms of no contact orders or civil protection orders, child visitation/custody orders, and any other probation or intervention/treatment requirements.
4. Domestic violence courts, to the extent possible, should coordinate all related matters including evaluations, intervention and treatment, and services of family members.
5. Authorized court personnel, including deputy clerks and Domestic Violence Court Coordinators, should advise the domestic violence court judge about the existence of related cases (criminal or civil), the related order orders issued, and administration information about such case. The deputy clerk will link any related case in the Idaho Courts Case Management System (Odyssey).



- C. The domestic violence court judge should have access to the criminal histories of the parties available through the Idaho Courts Case Management System (Odyssey), the Statewide Portal (iCourt), and NCIC (National Crime Information Center).

VIII. Services and Resources for Victims and Families

Domestic violence courts should include victim advocates to provide early access to safety planning, services, and resources.

- A. One of the unique characteristics of a domestic violence court is that it is designed to promote access to services and safety planning to victims as early as possible in the legal process. This does not mean that the court acts as a direct service provider, but rather that the structure of the court contains avenues for comprehensive service provision and safety planning. Each domestic violence court is strongly encouraged to set up consistent protocols, which link victims to advocates and provides space for advocates to meet with victims.
- B. System-based advocates (victim-witness coordinators) who work for the prosecutor's office or law enforcement agencies can provide domestic violence victims with immediate referrals to services. Advocates ensure victims know the status of their case as it proceeds and are available to escort victims to court and meetings with the prosecutor, officers, or social service agencies. Advocates also explain to victims how the court works, inform them of court hearings, update them about the progress of a case, and make them aware of their rights under the constitution and statutes. Victims may not have confidentiality protections with these advocates, who share information with prosecutors or officers. Community-based advocates can work closely with system-based advocates and are able to maintain full confidentiality for the victim.
- C. Community-based advocates (usually from non-profit victim service agencies) can assist with comprehensive, confidential



safety planning for victims and their families. These advocates also provide services and/or referrals to housing/shelter, counseling, financial assistance, legal resources, and much more.

- D. The domestic violence court should consider referrals for all family members to both system-based and community-based advocates and appropriate community resources to address other identified needs.

IX. Victim Rights

Domestic violence courts will create a comprehensive approach to ensure that victims are provided the opportunity to be heard and victim rights are applied consistently and efficiently.

- A. Victims in domestic violence cases have the right to be treated with fairness, respect, dignity, and privacy throughout the criminal justice process.
- B. Victims are provided prior notification of all court hearings and given, upon request, information about the sentence, incarceration, and release of the defendant. Notice should be given to the victim upon scheduling, so victims have as much notice as possible if they want to attend a hearing.
- C. Victims have the right to timely disposition of the case, to be present at all criminal proceedings, and to communicate with the prosecution. Courts should provide remote hearing access for victims when appropriate.
- D. Victims are provided the opportunity to be heard, upon request, at all criminal proceedings, including no contact order motions, sentencing, and review hearings. A victim impact statement is one method through which a victim of a crime is given the opportunity to be heard before sentencing is imposed. This right to be heard gives the victim an opportunity to express how this crime has affected them emotionally, physically, or psychologically and provides a way to offer thoughts, suggestions, and recommendations on a defendant's sentence. A victim's statement can be made in writing and/or given orally and can be presented personally by the victim, victim's next of kin, or through an



attorney. A victim's statement may be presented by the prosecutor or victim witness coordinator. It should be made clear to the victim that defense counsel and the defendant will have access to any written statement.

- E. Victims are given the opportunity to read presentence reports relating to the crime, which may include a domestic violence evaluation. It should be made clear that the victim will maintain the confidentiality of the report, and not disclose its contents to any person except statements made by the victim to the prosecuting attorney or the court.
- F. Victims have the right to restitution, as provided by law, from the person committing the offense that caused the victim's loss.
- G. Victims can refuse an interview, *ex parte* contact, or other request by the defendant, or any other person acting on behalf of the defendant, unless such request is authorized by law.

X. Monitoring and Supervision of Offender Progress

Domestic violence courts provide greater judicial monitoring and hold offenders accountable by monitoring intervention/treatment, behavior, safety, and compliance.

- A. Judicial monitoring by review hearings is one of the pillars of the domestic violence court. Review hearings assist the court's work toward offender accountability and victim safety, including compliance with court orders. Offenders do not always understand the consequences of noncompliance, even if they receive an explanation or those consequences seem apparent to criminal justice officials. Engaging in frequent reminders, conveyed in clear language, on the positive consequences of compliance and the negative consequences of noncompliance may increase program completion rates, reduce recidivism, and promote the court's goal of rehabilitation.
- B. At sentencing, the domestic violence court judge should review all conditions of the judgment and other requirements, including any



relevant no contact order, any treatment or intervention requirements, terms of probation (including potential Fourth Amendment waivers), and the expectation of judicial monitoring. Potential consequences for non-compliance should be clearly delineated, and the message conveyed that the judge and court are monitoring the offender closely. Subsequent hearings should entail reviewing each offender's compliance information, imposing sanctions for noncompliance, as well as restating expectations, assessing risk, and victim safety.

1. Immediate consequences for violations and non-compliance are important to increase offender accountability. Quick recognition of offender progress encourages other positive steps. While sanctions are important, positive incentives (verbal praise or reduced hearings) can also play an important role in changing behavior, especially if the incentives are frequently and predictably administered according to a schedule.
 2. Domestic violence courts should discuss with stakeholders how relevant consequences and incentives are used within domestic violence courts. Judges and stakeholders should work together to explain to the offender expectations of compliance and the consequences of noncompliance.
 3. Effective calendar management is essential to assure regular and frequent review hearings based on offenders' risk and/or need. Noncompliant offenders may appear for monitoring more frequently. Offenders who comply with all conditions for several months may be permitted to come to court less frequently or remotely. Tailoring the frequency of court appearances to an offender's compliance is an effective sanction and incentive response.
- C. It is important to ensure monitoring for domestic violence offenders and enhanced supervised probation requirements, if appropriate.. This includes immediate assignment of a probation officer (at the earliest possible time) and should include, at a minimum, an intake meeting, immediate referral to treatment/intervention and evaluations, intense monitoring of



compliance with court-orders, and if appropriate, drug and alcohol testing, GPS/SCRAM monitoring, and home visits.

1. Dedicated probation officer(s) with specialized training and familiarity with domestic violence dynamics are recommended to assist the court with judicial monitoring, provide quick response to violations, to assist in improving victim safety, and the rehabilitation of offenders.
2. The probation officer should be trained to be aware of signs of power and control and assess victim safety at all times, including the victim in the case, as well as other relationships the offender may be involved in. Probation officers should confront controlling and harmful behavior to address behavior change, including victim blaming. Compliance with firearms restrictions should be discussed.
3. The probation officer's presence at judicial reviews hearings enhances quick response to both positive and negative behavior by an offender and can assist the court in developing appropriate responses or additional terms and conditions of probation for each offender.
4. Review hearings should be used to address barriers to compliance prior to the filing of a probation violation when possible. The probation officer should file an affidavit in support of a probation violation once other attempts to gain compliance are unsuccessful.

XI. Evaluation and Assessment of Offenders

Domestic violence courts should have a written practice that includes when and how an offender is assessed for risk throughout the court process (formally and/or informally).

- A. Assessing offender risk is crucial to the court in responding to requests to modify or dismiss no contact orders, as well as in deciding appropriate sentencing, monitoring, treatment interventions, and adjusting terms and conditions of probation.



- B. Formal domestic violence evaluations are required by an evaluator on the Idaho Supreme Court roster (Idaho Court Administrative Rule 75). Mental health and substance abuse evaluations may also be necessary for individual success.
- C. The greatest predictor of future violence is past violence, so a comprehensive history is important, including NCIC. In addition, a quality evaluation reflects an efficient use of proven objective tools as well as effective victim and offender interview techniques. The evaluation must address safety, lethality, and risk for recidivism, while meeting the requirements of Idaho Criminal Rule 33.3.
- D. Domestic violence courts should assess risk and victim safety on an on-going basis.

XII. Intervention, Treatment, and Rehabilitative Services

Offenders receive intervention based on assessed risk and needs. Domestic violence intervention/treatment providers are trained and supervised to deliver a continuum of evidence-based interventions.

- A. Providers should submit progress reports regularly to probation and the court. Each domestic violence court should communicate to providers what reporting is required as well as how and when to submit this reporting to the court (e.g. SharePoint, e-filing).
- B. Effective programs are grounded in research and utilize evidence-based practices and professional literature to guide service delivery. Domestic violence offender intervention programs are required to follow the [Idaho Council on Domestic Violence Minimum Standards for Domestic Violence Offender Intervention Programs](#).
- C. Substance abuse, anger management, and mental health treatment are not substitutes for domestic violence offender intervention though they may be necessary components of successful recovery. If the initial or on-going intake/assessment of an offender indicates the offender has co-occurring mental health issues or substance abuse concerns, the provider will report these



concerns to probation and the court through the progress report indicated above.

- D. The domestic violence court should facilitate and promote a intervention/treatment implementation strategy that ensures the co-occurring issues of domestic violence, substance abuse, and mental health be treated under one comprehensive treatment plan. Providers will develop a comprehensive treatment plan for the offender and may communicate with other providers and the court regarding the progress and co-occurring issues of the offender.
- E. The domestic violence court should consider referral of offenders to other appropriate community resources when additional concerns are identified such as substance abuse, parenting, mental health, physical health, employment, education, vocational rehabilitation, public benefits, housing, and transportation.
- F. The domestic violence court should consider referral of family members to appropriate community resources to address other identified service needs, such as safety planning, family and individual counseling (as appropriate), counseling for children, immigration, as well as other resources.

XIII. Collaboration

Domestic violence courts collaborate with community agencies and key stakeholders to streamline and enhance the coordination of resources.

- A. Collaboration between key stakeholders, and other relevant justice partners including those who represent or have on-going relationships with victims and offenders is critical to ensure the successful and effective operation of domestic violence courts.
- B. On-going collaboration requires an intensive effort and active participation from all key stakeholders and justice partners to ensure an effective community response to domestic violence.
- C. Each court should form an Implementation and Oversight Team (IOT) to develop and evaluate the functioning of the domestic violence court.



1. The IOT meets on a broad level to develop criteria, protocols, and practices; address gaps and barriers; and oversee the domestic violence court. The frequency of these meetings will be set by members of the team. It is recommended this team meet at least quarterly and may meet more frequently in the beginning development or restructuring of a court.
 2. The presiding domestic violence court judge provides the leadership for the IOT. The IOT are persons designated by the presiding domestic violence court judge to participate in meetings. This may include but is not limited to the presiding judge, Administrative District Judge, Trial Court Administrator, public defenders or defense counsel, prosecutors, probation officers, victim advocates, Family Court Services, and the Domestic Violence Court Coordinator. The IOT should also include members of an existing local domestic violence task force and/or coordinated community response and law enforcement. The domestic violence court should continually seek new and relevant stakeholders/agencies to participate in the IOT. This includes proactively reaching out to culturally specific providers/agencies to ensure that all populations can access services.
- D. A Domestic Violence Court Coordinator is essential to the effective operation of domestic violence courts and key to maintaining collaboration among the court, key stakeholders, and justice partners. The Domestic Violence Court Coordinator will receive general supervision and direction from the Administrative District Judge and Trial Court Administrator (or designee). This provides the Domestic Violence Court Coordinator a point of contact and support locally within the district. The domestic violence court judge(s) also provides direction to the Domestic Violence Court Coordinator pertaining to the operations of the domestic violence court(s) in accordance with the Trial Court Administrator. The Domestic Violence Court Coordinator will receive initial and on-going training, guidance, and support from the Court Programs and Services Administrator at the Administrative Office of the Courts, Justice Services Division. The Domestic Violence Court



Coordinator will also work closely with and receive support and assistance from Family Court Services.

XIV. Courthouse Safety

Each domestic violence court will establish protocols and practices that promote a safe and secure environment.

- A. Domestic violence cases can present unique risks toward courthouse safety for both litigants and court staff.
- B. Safety in the courthouse for all individuals is maintained through organized plans, personnel, and training.
 - 1. It is highly recommended that domestic violence courts have a separate waiting area for victims and victim advocates apart from offenders, this prevents communication between the parties, provides a layer of safety for the victim, and a place where advocates can talk and provide resources to victims.
 - 2. Domestic violence courts should work with their Trial Court Administrator to help ensure clear courthouse signage that directs individuals to victim services and other safety-related resources.
 - 3. Extra security measures (such as escorting protected parties out of the courthouse) should be available when requested by the victim or the judge.
 - 4. Court security personnel serving the domestic violence court should be knowledgeable about the protocols and practices established by the domestic violence court and should be trained specifically in domestic violence and stalking behaviors.
- C. Each court should conduct security assessments and audits periodically to discuss and address safety concerns with court staff and stakeholders, including victim advocates.



XV. Evaluation and Monitoring of Domestic Violence Courts

Each domestic violence court should continually evaluate program goals and monitor reports for program improvement.

- A. Evaluation and assessment of domestic violence courts is critical for effective operation and the realization of program goals. Domestic violence courts should participate in statewide data collection (e.g. monthly utilization reports) so reports can be created for the Administrative Office of the Courts, the Supreme Court, the Governor and Legislature, and for local monitoring and assessment. Additional statistical and data reporting requirements may also be required by grant authorities.
- B. Periodically domestic violence courts will submit data that is required by the following entities: local, state, or federal depending on the local or grant administration needs.
- C. Evaluations describe the effectiveness of domestic violence courts in the context of its alignment with policies and procedures. Outcome evaluations should be conducted by the Administrative Office of Courts (or designee) periodically for all domestic violence courts. The domestic violence courts will work collaboratively to provide data and information throughout this process.
- D. Reliable data entry is a key element to conducting effective outcome evaluations. Information related to offenders assigned to domestic violence courts will be entered into the statewide case management system. Clerks will enter data (event codes) for continual monitoring of offenders and their completion of evaluations, intervention, and domestic violence court. See Domestic Violence Court Quick Guide.
- E. In cooperation with the Administrative Office of the Courts and the CFCC Domestic Violence Advisory Team, domestic violence courts will define additional statistics as needed. Performance indicators will reflect the program's goals and objectives, which include but are not limited to lowering recidivism rates.



XVI. Mentoring

Domestic violence courts should participate in mentoring and quality assurance activities.

- A. The CFCC Domestic Violence Advisory Team and Administrative Office of the Courts facilitate mentoring and quality assurance activities of domestic violence courts to promote the sharing of ideas, learning, and collaboration between courts, counties, and districts.
- B. Mentoring provides opportunities to enhance best practice and assess each domestic violence court's ability to meet the overall goals of these policies and procedures. Mentoring should also be provided to key stakeholders across the state that handle domestic violence cases.
- C. Mentoring activities made up of key stakeholders from different domestic violence courts can provide opportunities for continuous quality improvement and development of new best practices. Domestic violence courts should work together to develop and share documents, such as bench cards, training materials, forms, procedures, and protocols. Key stakeholders also have the opportunity to observe court hearings and attend peer-to-peer consultation.

Supreme Court Approved–October 2022

