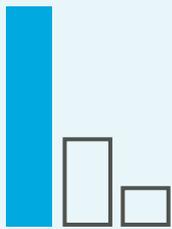


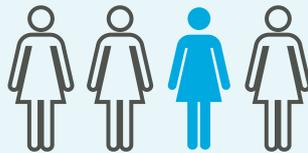
# USERS GUIDE TO THE FAMILY VIOLENCE TOOLKIT

CHIA VIC 2020

Family violence produces highly detrimental individual and social outcomes:



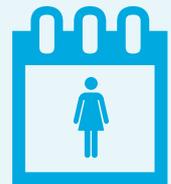
Intimate partner violence contributes to **more** death, disability, and illness in adult women than any other preventable risk factor.



Approximately **one in four women** has experienced intimate partner violence, compared to **one in 13 men**.

92%

**92 per cent** of women who are physically assaulted are assaulted by a man they know, most commonly a former intimate partner (42 per cent).



On average, **one woman per week** is killed in Australia by a current or former male partner.\*

The Community Housing Industry Association Victoria (CHIA Vic) has developed a comprehensive Family Violence Toolkit to assist the sector to align with the best practice Victorian Government Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM) Framework.

The toolkit includes checklists, templates and sample policies and can be downloaded here. Once you have read the toolkit, you can utilise this Users' Guide to refresh your memory and easily locate the resources you require.

\* Australia's National Research Organisation for Women's Safety (2018); Australian Institute of Criminology (2017).

# PART A: PROVIDES BACKGROUND, DEFINITIONS, PREVALENCE, AND PRESENTATIONS OF FAMILY VIOLENCE (PAGES 9 TO 21)

Having a shared understanding of family violence is an important part of the MARAM framework. Part A gives a sound overview of the prevalence, drivers and different presentations of abuse. It discusses groups who are at high risk, including those from the LGBTIQ community, older people, people with a disability or who come from culturally diverse backgrounds and sets out the shared the principles for responding to family violence.

The ten principles are:



A chart of **Family Violence Risk Factors** for both adults and children is on **page 14**.

**Other essential family violence system resources:**

[MARAM practice guides and resources](#)

[Dhelk Dja: Safe Our Way](#) Strong Culture, Strong Peoples, Strong Families (the Aboriginal 10-year family violence agreement 2018-2028)

[Responding to Family Violence Capability Framework](#)

[Everybody Matters: Inclusion and Equity Statement](#) (The Victorian Government's 10-year vision for a more inclusive, safe, responsive and accountable family violence system.)

## PART B: COMMUNITY HOUSING ORGANISATIONS

### AND FAMILY VIOLENCE (PAGES 18 TO 32)

Community Housing Organisations (CHOs) are in a unique position to identify and respond to family violence during tenancy sign up, check-ins shortly after the renter moves, or during regular tenancy inspections and lease reviews.

This section outlines **indicators of family violence** within a tenancy – **page 18**.

It outlines a way to start a **conversation about family violence** with a tenant – **page 21**.

And introduces the **Family Violence Screening Tool** – **Appendix 1**.

**If you have determined there is an immediate threat to a person's life, health, safety or welfare, you must contact the police or ambulance by calling 000 or other crisis services for assistance.**

For non-emergency situations, the **Responding to Renters Identified at Risk of Experiencing Family Violence Flowchart (Appendix 4)** can help CHO staff determine the appropriate response.

Organisations can easily craft their own family violence policy and procedures using the supplied **Identifying and Responding to Family Violence Procedure** and a **Family Violence Policy template** – **Appendix 5 and 6**.

The legality of **sharing information** with other organisations in relation to adults and children experiencing family violence is covered on **page 23** and there is a template to use as the basis for your organisation's **Child And Family Information Sharing Scheme Procedures** and an **Information Sharing Scheme Record Keeping Form** – **Appendix 2 and 3**.

Where providing support is outside of your organisation's remit, CHOs have a responsibility to **refer the renter to an appropriate service** that can support their needs – see a list of support services at Part D – **page 36**.

**When working with perpetrators of family violence** your objective should be to identify behaviours that may present a risk to victim-survivors, and to contribute to their safety and risk management – **page 24**.

A CHO should support victim-survivors who wish to remain in their home to safely retain their tenancy. You can view a checklist on **How To Make A Property Safer For Victim-Survivors** – **page 25**, and use the flowchart to assist your staff to support decision making about **Housing Choices By A Renter Who Is A Victim-Survivor** – **Appendix 7**.

Under the Residential Tenancy Act, CHOs have rights and obligations if a tenancy is affected by family violence in relation to enabling housing consequences to fall on the perpetrator of family violence, rather than the victim-survivor. View some RTA scenarios – **page 28**.

## PART C: SUPPORTING COMMUNITY HOUSING ORGANISATION

### STAFF (PAGES 33 TO 35)

Workplaces have a duty of care to maintain the health, safety and wellbeing of their staff, whether that be from being exposed to family violence at work, or by being a victim-survivor or perpetrator.

See **page 33** for information on how to deal support staff experiencing **vicarious trauma** at work, or who **disclose family violence**.

On **page 34** is a checklist on what should be included in your organisation's **Family Violence Leave Policy**.

For family violence training see:

[Victorian Government](#)

[CHIA Vic's training calendar](#)

Additional resources:

[MARAM Responsibility Mapping excel spreadsheet](#)

## PART D: LISTS SERVICE CONTACTS AND REFERRAL OPTIONS

### (PAGE 36 TO 38)

## APPENDICES

Appendix 1: [Screening Tool](#)

Appendix 2: [Template Child And Family Information Sharing Scheme Procedure](#)

Appendix 3: [Template Information Sharing Scheme Record Keeping Form](#)

Appendix 4: [Responding To Renters Identified At Risk Of Experiencing Family Violence Within Community Housing Flowchart](#)

Appendix 5: [Family Violence Procedure Template](#)

Appendix 6: [Family Violence Policy Template](#)

Appendix 7: [Supporting Decision Making About Housing Choices By A Renter Who Is A Victim-Survivor](#)

The toolkit and the individual templates, tools and resources are available for viewing and download at [chiavvic.com.au/family-violence](http://chiavvic.com.au/family-violence)