

**BY ORDER OF THE COMMANDER,
SPACE & MISSILE SYSTEMS CENTER**

**SPACE & MISSILE SYSTEMS CENTER
INSTRUCTION 44-102**

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Medical

**HIGH RISK FAMILY MALTREATMENT
SEXUAL ABUSE RESPONSE TEAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction establishes the policies and procedures for managing high-risk family maltreatment cases to include high-risk for violence and sexual abuse cases. The High Risk Family Maltreatment Response Team (HRFMRT) is established by the Family Advocacy Committee and combines the requirement to establish a High Risk for Violence Response Team (HRVRT) and a Child Sexual Maltreatment Response Team (CSMRT). It applies to all active duty personnel assigned or attached to Los Angeles AFB.

SUMMARY OF REVISIONS

This publication incorporates Air Force Medical Operations Agency recommended changes, based upon their revision of the AF Family Advocacy Program Standards.

1. REFERENCES

- 1.1. AFI 40-301, Family Advocacy Program
- 1.2. FAP Standards, October 02

2. SCOPE OF SERVICES

- 2.1. The HRFMRT is established by the Family Advocacy Committee to manage potentially dangerous situations, involving any family member who may be in imminent danger by other family members.
- 2.2. This instruction also encompasses child sexual abuse cases, as these cases are also considered to be high risk and require management by a coordinated multidisciplinary team.
- 2.3. In cases of child sexual maltreatment, services are developed to minimize victim trauma and to manage complex sexual abuse cases for children of active duty personnel

2.4. Family members include active duty personnel, spouses, children, stepchildren, former spouses, or former stepparents.

3. TEAM MEMBERSHIP

3.1. The team consists of the following:

3.1.1. Family Advocacy Officer (FAO).

3.1.2. Family Advocacy Treatment Manager (FATM).

3.1.3. The active duty member's Squadron Commander.

3.1.4. Life Skills Support Center provider.

3.1.5. Air Force Office of Special Investigations (AFOSI) agent.

3.1.6. Judge Advocate (JA) representative.

3.1.7. Security Forces (SFS) personnel.

3.1.8. SPO Directors may be invited to attend when deemed appropriate by Squadron Commander.

3.1.9. Representatives from other agencies having legal, investigative, or protective responsibilities as appropriate.

4. OBJECTIVE

4.1. The multidisciplinary team provides a collaborative community response to decrease the risk of violence and minimize trauma by sharing information, and coordinating an effective safety plan to address the situation.

4.2. The team will ensure that no one individual or agency makes decisions regarding these cases independent of the concerns of the other agencies involved.

4.3. HRFMRT members may be members of the Family Maltreatment Case Management Team.

4.4. The HRFMRT coordinates action in response to any report of threat of imminent harm or involving child sexual abuse allegations.

5. PROCEDURES

5.1. Upon notification of suspicion of potential threat of harm by an individual, or of alleged child sexual abuse, the FAO will immediately notify the 61 SFS Law Enforcement Desk at (310) 363-2123 and the OSI at (310) 363-1608.

5.1.1. The FAO will then notify the 61 MDS/CC and recommend the activation of the HRFMRT.

5.1.2. The 61 MDS/CC will notify the 61 ABG/CC of the decision to activate the HRFMRT.

5.2. Upon approval from 61 MDS/CC, the FAO will activate the HRFMRT. The purpose of the initial meeting will be to:

5.2.1. Review the allegations and assess the level of threat and danger.

5.2.2. Coordinate a course of action.

- 5.2.3. Ensure victim safety and prevent revictimization.
- 5.2.4. Attend to the well being of the victim, family unit and the alleged offender, to include ensuring the risk level for suicidal and/or homicidal behavior has been assessed for all involved.
- 5.2.5. Develop a strategy for interviewing the victim, to include location and team members to be involved in the interview.
- 5.2.6. The number of investigative and medical interviews should be kept to a minimum in order to avoid increased emotional trauma to victim.

6. DUTIES AND RESPONSIBILITIES

6.1. Family Advocacy Program.

- 6.1.1. The FAO will immediately initiate the process to hold an HRFMRT meeting.
- 6.1.2. The FAO or FATM will involve the victim and the victim's family in the safety planning process.
- 6.1.3. When cases involve minors, the FAO or FATM will make a referral to the Department of Child and Family Services (DCFS) by calling (800) 540-4000, and will also invite the DCFS worker to the HRFMRT meeting.
- 6.1.4. The Family Advocacy Command Assistance Team (FACAT) was established as the DoD-level FAP team for evaluating and providing support in cases of complex child sexual abuse. The FAO will contact the Office of the Command Surgeon (AFSPC) at (719) 554-3311 or DSN: 692-3311, when FACAT needs to be deployed.
- 6.1.5. The FAO will brief the results of the HRFMRT at the next scheduled Family Maltreatment Case Management Team (FMCMT).

6.2. 61st Security Forces Squadron.

- 6.2.1. Provide immediate response to the scene when a family violence incident has been reported.
- 6.2.2. Neutralize any immediate threats, provide protection to the victim(s), identify potential witnesses, and secure any crime scene.
- 6.2.3. Make notification to the FAO, Command Post, local AFOSI Duty Agent, and 61 SFS/SFI and SFS leadership.
- 6.2.4. Seize, confiscate, or store any weapons at the scene upon obtaining authorization to search and seize from the appropriate authority.
- 6.2.5. Coordinate investigative responsibilities with the OSI duty agent.
- 6.2.6. Provide investigative support, if required.

6.3. Air Force Office of Special Investigations (AFOSI).

- 6.3.1. Will interview the alleged active duty offender if the nature of the threat requires it.
- 6.3.2. Depending on the severity of the threat, the OSI duty agent will respond to the scene and assume responsibility of the investigation.

6.3.2.1. Should the alleged offender be a civilian, OSI will notify the appropriate local or federal law enforcement agency and coordinate their assumption of investigative responsibility.

6.4. Staff Judge Advocate.

6.4.1. Provides consultation on confinement and pretrial confinement issues.

6.4.2. Provides guidance to law enforcement officials on appropriate charging of offenses.

6.4.3. Provides consultation to law enforcement authorities on search authority issues.

6.4.4. Provides consultation to the perpetrator's Commander on disciplinary options.

6.4.5. Appoints a victim advocate to assist the victim throughout the process of the case.

6.5. Life Skills Support Center.

6.5.1. Provides suicide/homicide risk assessment as requested.

6.5.2. Provides other behavioral health related services as requested to both the victim and family.

6.6. 61st Medical Squadron Commander.

6.6.1. Will inform the 61 ABG/CC of the decision to activate the HRFMRT.

6.6.2. Will determine what medical providers need to be involved in the HRFMRT on a case-by-case basis.

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Commander