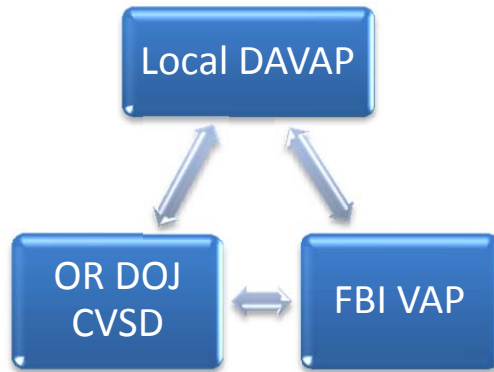


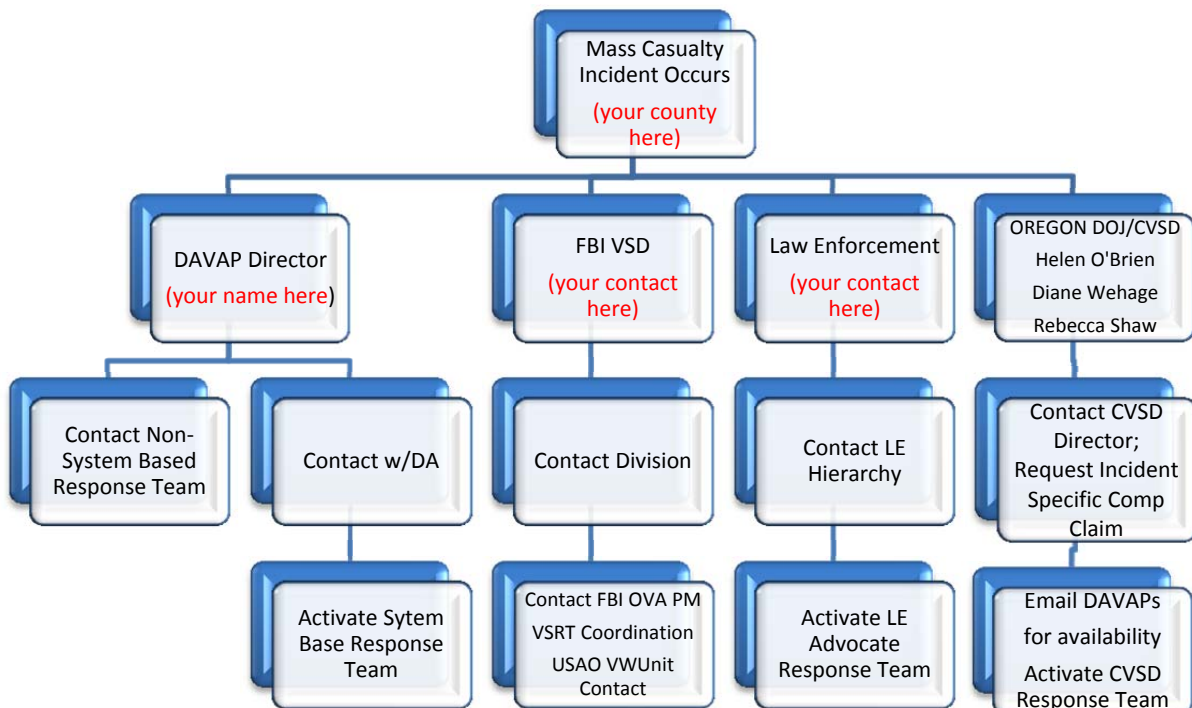
**SAMPLE – Customize as needed**  
**(Your county here) System Based Response Overview**  
**Criminal Mass Violence**

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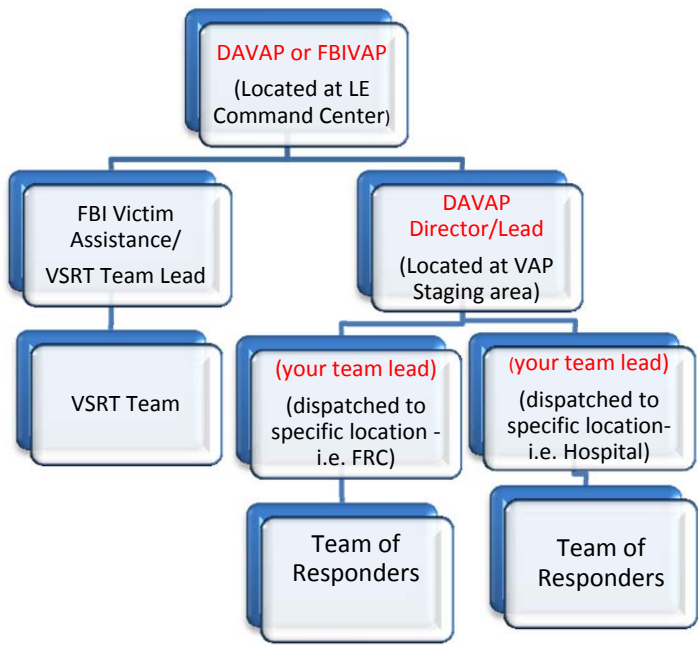


**Division of Duties:**

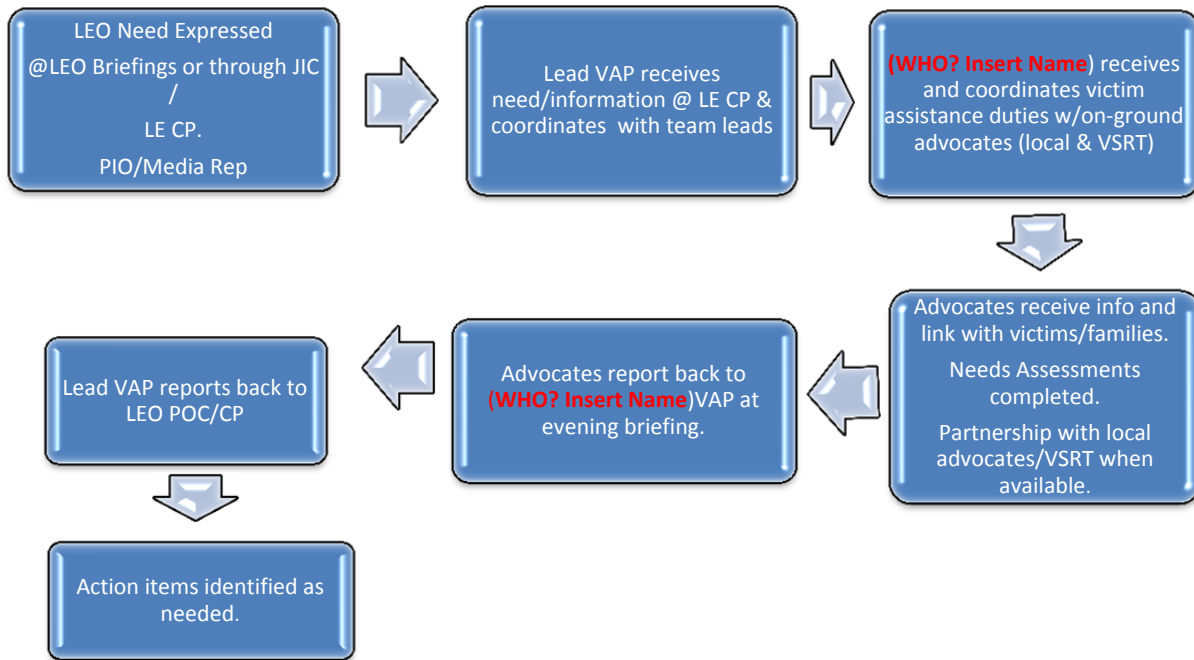
Mass Casualty incident occurs – 4 entities (DAVAP, FBI, LE, CVSD) remain in contact and share information via phone/text. *(Customize this chart to reflect your plan of action)*



**Incident Command Structure for VAP:** *(This chart may be useful to include in your county's overall emergency response chart)*



**Information flow sample:** *(Consider a plan for sharing information)*



**Victim Population Focused/Served:**

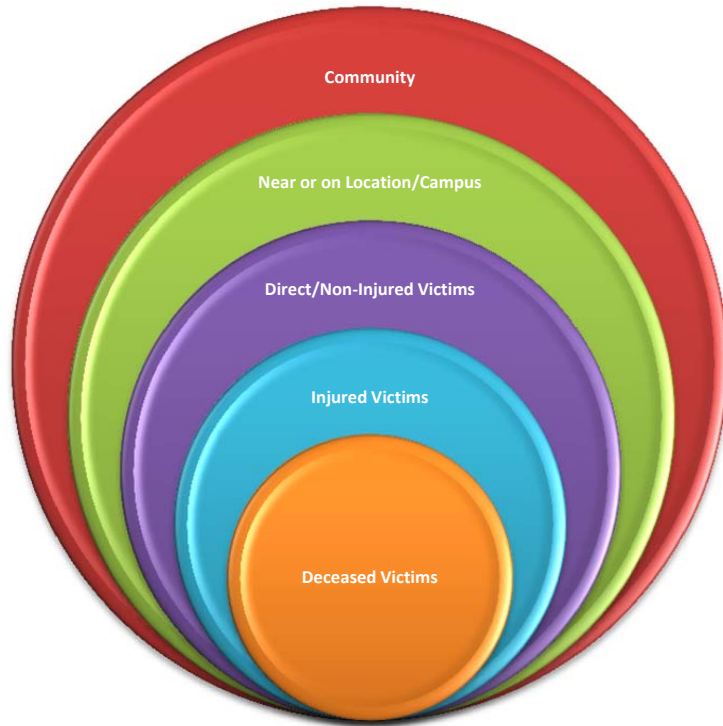
*(As you plan your response decide what agency will serve what population)*

Response Roles  
(Who Responds to what population?)

i.e.  
DAVAP serves those  
legally defined as  
victims

i.e.  
Non-System Based  
serves community at  
large  
(who? what type of  
service? Candelight  
vigils etc.?)

**Victim Population Focused/Served:** *(This chart may be helpful in identifying roles)*



| Victim Population          | (Your) DAVAP | OR DOJ CVSD | FBI VSD                   | (Your LE Advocate) | Red Cross | (Others?) |
|----------------------------|--------------|-------------|---------------------------|--------------------|-----------|-----------|
| Deceased Victims           | X            | X           | X                         | X                  | X         | X         |
| Injured Victims            | X            | X           | X                         | X                  | X         | X         |
| Direct/Non-Injured Victims | X            | X           | X                         | X                  | X         | X         |
| Near or On Location/Campus |              | X           | Will be incident specific |                    | X         | X         |
| Overall Community          |              |             |                           |                    | X         | X         |

**System Based Points of Contact:** *(In addition to charts, consider including a separate detailed contact list like the one below and including definitions for acronyms)*

Name: **(Insert name)**

Position/Agency: **(Your county)** Victim Assistance Program - Director

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: [XXXXXXXXXX](#)

Capabilities/Responsibilities:

- services related to direct victim needs
- interview accompaniment
- death notifications
- orientation to criminal justice center
- liaison between victim and law enforcement
- assistance with CVC applications
- future CJC events
- information and referral
- info disseminations
- facilitate victim assistance daily debriefs

Name: **(Insert name)**

Position/Agency: **(Your county)** Victim Assistance Program – Lead

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: [XXXXXXXX](#)

Capabilities/Responsibilities: same as above

Name: Helen O'Brien/Diane Wehage/Rebecca Shaw

Position/Agency: Oregon Department of Justice Crime Victims' Services Division

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: [XXXXXXX](#)

Capabilities/Responsibilities:

- short and long term
- help with coordinating response from other DAVAPs
- activate CVSD response team
- activate CVC application
- help on-site with CVC app

Name: (Who is your contact?)

Position/Agency: Victim Specialist - FBI

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: XXXXXXXX

Capabilities/Responsibilities:

- Coordination with law enforcement
  - in command center as needed
- Coordination with service providers
  - Resources
  - Family Assistance Center
- On-ground victim assistance
- Federal Funding (TEVAF) – incident specific
- Victim Services Response Team (VSRT) – incident specific

Name: (Insert name)

Position/Agency: (Your) Police Bureau

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: XXXXXXXX

Capabilities/Responsibilities:

- Immediate response
- Short-term follow up (up to 2 weeks)
- All volunteer
- Death notifications
- Connect with community resources

Name: (Anyone else?)

Position/Agency: XXXXX

Office Phone:

Cell Phone:

Email:

Capabilities/Responsibilities:

- County Contact for VIC/FAC
- Stands up FAC
- Psych first aid training
- Mobilize community contract
- Long term support
- Professional clinicians

## **Non-System Based Points of Contact**

Name: (Insert name)

Position/Agency: XXXXXXXX

Office Phone: XXX-XXX-XXXX

Cell Phone: XXX-XXX-XXXX

Email: XXXX

Capabilities/Responsibilities:

- Short and long term
- Cultural resource and language capacity
- Donation solicitation
- Emotional support
- Resources and referrals
- Crowd control
- Management of community events

## **Additional Main Points of Contact (non-committee)** – add contact info

Medical Examiner- XXXXXXX

College contacts - XXXXXXX

## **Acronyms for Victim Assistance Response**

### **(Your) County**

- DAVAP – District Attorney Victim Assistance Program
- DA – District Attorney
- OEM – Office of Emergency Management

### **(Your) Police Bureau (XXX)**

- CRT – Crisis Response Team

### **Oregon Department of Justice (DOJ)**

- CVSD – Crime Victims' Services Division
- CVC – Crime Victim Compensation

### **Federal Bureau of Investigation (FBI)**

- VSRT – Victim Services Response Team
- VS – Victim Specialist
- VAP – Victim Assistance Program
- VSD – Victim Services Division

### **Additional Acronyms**

- LE – Law Enforcement
- JIC – Joint Information Center
- CP – Command Post
- PIO – Public Information Officer (often Media component)