



Ending domestic abuse

Referral into an IDVA Service

The Independent Domestic Violence Advisor (IDVA)

The role of the IDVA is to coordinate a multi-agency response to a victim of domestic abuse assessed to be at high risk of serious harm or homicide. The IDVA will provide independent representation and advocacy for the victim through the MARAC process. They will be the voice of the victim of abuse at the Marac meeting.

About this form

This form, when completed will contain personal information (data) including special category (sensitive) data. You are required to comply with General Data Protection Regulations in the processing (including storage & retention) of this data. Please refer to your internal Data Protection Policy; local Marac Operating & Information Sharing Protocols; the GDPR and the Data Protection Act 2018.

Article 5 of the GDPR sets out seven key principles which lie at the heart of the general data protection regime. These principles should lie at the heart of your approach to processing personal data.

Compliancy

It is the responsibility of the referring agency to comply with GDPR and the seven key principles. Compliance within the spirit of these key principles is a fundamental building block for good data protection practice. It is also key to your compliance with the detailed provisions of the GPDR. Failure to comply with the principles may leave you open to substantial fines.

Purpose

The purpose of a referral to IDVA is to provide only the relevant information required to enable the IDVA team to process the personal data and have adequate information necessary to enable safe contact with the victim of domestic abuse. The form also serves to share information that is relevant and proportionate to the risk and may include details of incidences of abuse & sensitive information that informs the risk assessment. Thus, removing the necessity for the victim of domestic abuse to repeat their story where possible.

Go to the next page for the **Referral form**.



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Referral form

Referring agency			
Contact name(s)			
Work Telephone / email			
Date			
Victim's name		Victim DOB	
Address			
contact numbers (mobile or landline)		Confirmed safe to call?	Y/N
Relevant contact information, eg times to call; favoured contact method e.g text/email			
GP surgery (if known)			
Diversity data Completing this section is very important: Diversity can impact on risks and needs of the individual and so needs to be reflected in safety plans. It also helps to identify local area population needs	<p>B&ME <input type="checkbox"/> (including Traveller Community) Disability <input type="checkbox"/> (see Guidance) Lesbian <input type="checkbox"/> Gay <input type="checkbox"/> Bisexual <input type="checkbox"/> Trans <input type="checkbox"/> Does not wish to disclose: <input type="checkbox"/> Gender M <input type="checkbox"/> F <input type="checkbox"/> Non-binary <input type="checkbox"/> Does the person's gender match that assigned at birth? Yes <input type="checkbox"/> No <input type="checkbox"/> Not known <input type="checkbox"/></p>		
Perpetrator(s) name (include any known alias)		Perpetrator(s) DOB	
Perpetrator(s) address		Relationship to victim	

Children (please add extra rows if necessary)	DOB	Relationship to victim	Relationship to perpetrator	Address	School (If known)



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Professional judgement	Y / N	Visible high risk (14 yes answers or more on SafeLives Dash risk checklist) Attach completed Dash if possible	Y / N Score:
Potential escalation in frequency and/or severity of abuse	Y / N	Marac repeat (see definition here)	Y / N
Repeat: If yes, please provide the date listed / case number (if known)			
Please provide details of any agency known to be involved with the victim and the family with contact details if possible (e.g. Social Care)			
Please use this space to share relevant & proportionate information regarding risk & information you believe is necessary for the Idva to know. This should include your professional judgment if relevant.			
Have you referred the victim to Marac?		Y / N (if Yes, please state where & when)	
Is the victim aware of the risk assessment and informed of the Idva and Marac referrals?	Y / N	If no, why not?	
Please confirm the lawful basis (Article 6) for the processing of this information (your Privacy Notice or Marac Operating Protocol should include the lawful basis as well as the purpose for the processing).			
Under what condition (Article 9 (2) GDPR) is special category data shared?			

Reason for referral and lawful basis for sharing this information

NB: Consider relevancy, proportionality and whether the information provided is necessary for the purpose of this referral form.