



Data Collection Instructions

Why should data be collected?

The LAP exists to identify victims of intimate partner violence who are at the highest risk of being seriously injured or killed by their intimate partners, and immediately connect them to the local domestic violence service program. Data collection is necessary to evaluate how effectively LAP participants are administering the LAP and connecting victims to services.

Data can be used for a variety of purposes. Jurisdictions have found data helpful to recognize areas of strengths and challenges in LAP implementation. It also allows agencies and communities to determine their long-term progress and if there have been any response changes since using the LAP. Lastly, many organizations have used current statistics as a foundation for further agency research and grant applications.

What data should be collected?

We suggest that you do not *collect* more data than what we ask. We understand that, for example, demographic data can be very helpful when determining whether your agency is serving specific populations or to request funding to better serve specific populations, but that information is not necessary to serve the victim in front of you. Asking questions to collect information other than the Lethality Screen questions extends the length of the call and may put an additional barrier between you and the victim. Further, it interrupts the flow of the protocol, which is a process that was carefully designed to best connect with the victim.

There is additional data that can be analyzed from the existing process that does not involve further input from the victim, however. Some sites choose to track which questions receive “yes” answers to support further training surrounding topics such as stalking or strangulation; some DVSPs can track which services victims choose to use and can alter staffing models to account for the increase in the services most used by High Danger victims.

How should data be collected?

Most implementing agencies collect data by designating an agency representative who is responsible for reviewing each administered Screen, collecting the required data and tabulating agency totals. Data points (except In-For Services and High-Danger Calls) can be found on the Lethality Screen (See page 7). The

representative will send their agency's totals to the LAP Team Coordinator. The LAP Team Coordinator will then review each document and tabulate agency and jurisdiction totals.

Instructions for Law Enforcement Agencies

The following categories represent figures captured by participating law enforcement agencies. The categories marked with an asterisk will automatically calculate based on pre-set formulas.

Law Enforcement Agency: Reporting law enforcement agency.

County: County in which the reporting agency is located.

Population: Population served by the reporting agency, in terms of calls for service. For a sheriff's office, for example, this might mean the county's population that the sheriff's office serves, minus the jurisdictions in the county (such as municipalities) that are served by a different law enforcement agency. So, for a county of 50,000, in which the sheriff's office has been trained in the LAP, and in which there is also a city of 20,000 that is separately patrolled by a police department, the sheriff's office would directly serve 30,000 residents. If the specific population served is unknown, please give an estimate.

Lethality Screens: Total number of Lethality Screens administered by the participating law enforcement agency during the reporting period, such as one quarter or one year. This number should include the total number of High-Danger, Non High-Danger, Did Not Answer, and Unable to Complete Lethality Screens that were collected.

Number of Days: The number of days within the reporting period. For one quarter, that might be 90, 91, or 92 days. Or it may be the number of days in the reporting period in which the law enforcement agency participated in the LAP; this would be the case for agencies that initiated implementation, for example, in the middle of the reporting period. An agency beginning on June 1st would record 30 days as the "number of days" in the quarter in which it participated in the LAP.

Screens per Day:* Automatic calculation that divides the number of Lethality Screens for the reporting period by the number of days in the reporting period.

Screens per Population:* Automatic calculation that divides the number of Lethality Screens for the reporting period by the size of the served population.

High-Danger: Number of Lethality Screens where the victim has been assessed as being "High-Danger," either based on the victim's answers on the Lethality Screen, or on the belief of the officer. Report the number of the High-Danger assessments based on the Lethality Screen and the officer's belief as a combined number. For your own monitoring purposes, you may want to separate the two.

Percentage of High-Danger:* Automatic calculation that divides the number of High-Danger Lethality Screens by the total number of Lethality Screens.

High-Danger Officer Calls: Number of calls made by an officer to the local DVSP hotline after the victim has been assessed as being “High Danger.”

Percentage of High-Danger Officer Calls:* Automatic calculation that divides the number of calls made by an officer to the local DVSP hotline by the total number of High-Danger Lethality Screens.

Non-High Danger: Number of Lethality Screens where the victim has been assessed as being “Non-High Danger.”

Percentage of Non-High Danger:* Automatic calculation that divides the number of Non-High Danger Lethality Screens by the total number of Lethality Screens.

Not Answered (DNA): Number of Lethality Screens where the victim states that she/he/they does not want to answer any of the questions. This would apply when the officer initially introduces the Screen to the victim and the victim says she/he/they does not want to answer the questions, and then declines again when the officer encourages her/him/them a second time.

Percentage of Not Answered:* Automatic calculation that divides the number of Lethality Screens Not Answered by the total number of Lethality Screens.

Unable to Complete: Unable to administer means that **none** of the questions were answered because the victim was unable to complete the Lethality Screen with the officer because it was not safe; the victim was inebriation; required medical care; etc. This type of Lethality Screen is counted as an administered Lethality Screen because the officer believed the victim should be assessed. If the officer still assessed the victim as being in High-Danger based on other information, this would count as a “High-Danger” victim, *not* a DNA. For example, if an officer wanted to administer a Lethality Screen to a victim who had serious injuries and could not answer questions because she/he/they was receiving medical treatment, the officer would likely assess that victim as being in High-Danger, though no questions were answered.

Percentage of Unable to Complete:* Automatic calculation that divides the number of Lethality Screens marked as Unable to Administer by the total number of Lethality Screens.

Spoke to Hotline Advocate: Number of High-Danger **victims** who speak by phone to the hotline advocate after being encouraged by the officer to do so.

Percentage of Spoke to Hotline Advocate:* Automatic calculation that divides the number of victims who spoke to the hotline advocate by the number of High-Danger Screens.

Instructions for Domestic Violence Service Programs

The following categories represent figures captured by participating domestic violence service programs. The categories marked with an asterisk will automatically calculate based on pre-set formulas.

High-Danger Officer Calls: The number of calls during the reporting period that the DVSP hotline receives from **officers reporting a High-Danger case**.

Went to Services: The number of High-Danger victims who spoke on the phone to the hotline advocate during the officer-initiated call, who also availed themselves of the DVSP services. This includes any High-Danger victim who went to an intake appointment, into shelter, engaged in counseling or crisis management, attended support group meetings, received legal advocacy, obtained transitional housing, etc.

- Example: a victim and her three children stayed in shelter one night. This counts as one person receiving services — “one screen, one person counted.”
- Example: a victim completes an intake, and enrolls her child in the counseling program. She does not take advantage of any other services for herself. This counts as one person receiving services
- Example: a victim stays in shelter for three weeks and engages in crisis counseling. She accepts referrals for pro bono legal services. This counts as one person receiving services.
- Example: a victim attends a crisis management appointment the day after the screen, and then does not attend any follow up appointments or receive any other services until one year later when she starts attending support group meetings. This counts as one person receiving services.
- Example: a victim attends a crisis management appointment the day after the screen, and then does not receive any other services until the day after she is screened in again following a second incident. This counts as two — one for the first screen and one for the second screen.
- Example: a victim agrees to receive follow-up calls, and an advocate calls her every couple days for several weeks but never meets the victim face-to-face. These calls last anywhere from 20 minutes to an hour, but they are always advocate-initiated. The advocate and victim safety plan and engage in crisis counseling over the phone. This counts as one person receiving services — because the victim was engaging with the hotline.
- Example: a victim agrees to receive follow-up calls, and an advocate calls her every couple days for several weeks but never meets the victim face-to-face. These calls usually last under 15 minutes. This does not count as a victim receiving services because the victim never truly engaged with the hotline.

Percentage of High-Danger Calls:* Automatic calculation that divides the number of High-Danger calls received from officers by the number of High-Danger Lethality Screens received from those officers' reporting agency.

Percentage Went to Services:* Automatic calculation that divides the number of High-Danger victims who engaged in DVSP services by the number of High-Danger Screens.

Data Collection FAQs

What do you record if a victim has been screened multiple times but only “Went to Services” once?

If a victim is screened multiple times, each Lethality Screen should be counted regardless of if that victim “went to services” or not, since one of the goals of LAP data collection is to evaluate how effectively the Lethality Screen is being administered in the field.

What do you record if a victim engages in multiple services at a DVSP?

Should a victim engage in multiple services from a DVSP, for the purposes of LAP data reporting, the victim would be counted as “# High-Danger Victims Who Went to Services” only once, not counted for each separate service. The “Went to Service” data point is not designed to evaluate the quality or quantity of the domestic violence program’s services which is why counting multiple services is not necessary and can compromise evaluating the LAP’s “cause and effect” data relationship being measured.

How do you record LAP data points when the Lethality Screen is administered in one data reporting cycle and the victim engages in services in the subsequent reporting cycle?

The victim’s engagement in services would be recorded in the following reporting cycle during the actual time the victims engages in the services. The “services” rate does not necessarily track with that month’s “screened victims,” which enhances the likelihood of confidentiality in small agencies.

How long after administering a Lethality Screen would a DVSP credit an organization for administering a Screen that resulted in a victim engaging in services?

“LAP services” would be counted as such if the High-Danger victim went into services following the administration of the LAP protocol if the victim had not previously engaged in the program’s services within a year of the LAP call with the hotline.

What data do you record if a Non-High Danger victims engages in services after a Lethality Screen is administered?

A Non-High Danger victim would be counted as “Went to Services” if they availed themselves of services after the administration of a Lethality Screen. It is important to still count the Non-High Danger victims who engage in services as to appropriately reflect the hard work done on behalf of the victim by both the Screener and Hotline Advocate. Because the percentage of victims who “Went to Services” is calculated using the “# High-Danger Screens”, your total percentage of “Went to Services” might be over 100% and that is acceptable.

How Can MNADV Help?

MNADV can answer any questions and provide technical assistance when agencies are collecting data. Once data is collected, we will provide feedback on how your law enforcement agency or domestic violence service program (DVSP) compares to others in terms of your size, the number of Lethality Screens administered, the number of victims in services, etc. as well as areas of strength and challenges.

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DOMESTIC VIOLENCE LETHALITY SCREEN FOR LAW ENFORCEMENT



Lethality
Assessment
Program



Not Answered

Unable to Complete

Non High-Danger

High-Danger
Officer Calls

Spoke to Hotline

Victim Name:		Date:	Case #:
Offender:			
<input type="checkbox"/> Check here if victim declined to be screened <input type="checkbox"/> Check here if the officer could not administer the screen			
A "Yes" response to any of Questions #1-3 is an automatic High-Danger assessment			
1. Has he/she/they ever used a weapon against you or threatened you with a weapon?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
2. Has he/she/they threatened to kill you or your children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
3. Do you think he/she/they might try to kill you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
"Yes" responses to at least four of Questions #4-11 is an automatic High-Danger Assessment			
4. Does he/she/they have a gun or can they easily get one?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
5. Has he/she/they ever tried to choke you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
6. Is he/she/they violently or constantly jealous or does he/she/they control most of your daily activities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
7. Have you left him/her/them or separated after living together or being married?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
8. Is he/she/they unemployed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
9. Has he/she/they ever tried to kill himself/herself/themself?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
10. Do you have a child that he/she/they knows is not his/hers/theirs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
11. Does he/she/they follow or spy on you or leave threatening messages?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Ans/Unk
Is there anything else that worries you about your safety? (If "yes") What worries you? _____ _____			
An officer may make a High-Danger Assessment if the officer believes the victim is in a potentially lethal situation.			
Check one:	<input type="checkbox"/> Victim is High-Danger based on score <input type="checkbox"/> Victim is High-Danger based on officer belief <input type="checkbox"/> Victim is not assessed as High-Danger		
If victim is High-Danger, did officer make a call to the hotline?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Did the victim speak with the hotline advocate?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Note: The questions above and the criteria for determining the level of risk a person faces is based on the best available research on factors associated with lethal violence by a current or former intimate partner. However, each situation may present unique factors that increase the risk of lethal violence that are not captured by this screen. Although most victims who are assessed as "High-Danger" would not be expected to be killed, victims face much higher risk than that of other victims of intimate partner violence. All domestic violence is serious. This screen should not be used to determine whether someone is a victim or is at risk of re-assault.

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