

## YOUR CASE INFORMATION

Victim-Witness Assistance Coordinator

Assistant District Attorney

Investigator

Case No. \_\_\_\_\_

Division \_\_\_\_\_

State v. \_\_\_\_\_

Notes: \_\_\_\_\_

## A FEW SAFETY TIPS

- If possible, have a cell phone with you when leaving home.
- Keep your doors and windows locked at all times, even when you are at home. Always know who is at the door before opening. Keep a light on when you are not home.
- When driving in a car, keep the doors locked and notice your surroundings, use mirrors to see who is behind you before pulling into your driveway.
- When going to clubs, never leave a drink on a table unattended, never leave with someone you just met, and try to stay with friends.

## PLEASE NOTE

Criminal cases are prosecuted by the District Attorney's Office on behalf of the people of the State; therefore victims do not need their own attorney.

Paul D. Connick, Jr.  
Jefferson Parish District Attorney  
Victim-Witness Assistance Program  
200 Derbigny Street  
Gretna, LA 70053  
(504) 368-1020

This brochure was paid for by the Edward Byrne Memorial  
Justice Assistance Grant Program #09-JAG-350.

Paul D. Connick, Jr.  
DISTRICT ATTORNEY  
JEFFERSON PARISH



# Victim-Witness Assistance Program

Services for  
Crime Victims,  
Witnesses &  
their Families



To: *Victims, Witnesses, and their Families*

Please take some time to learn about the services that are described in this brochure so that the District Attorney's Office can assist you with the support, information, and the resources that can effectively meet your needs.

Sincerely,

  
Paul D. Connick, Jr.

## VICTIM-WITNESS ASSISTANCE PROGRAM

The Victim-Witness Assistance Program is designed to provide victims, witnesses, and family members of victims with needed information, advocacy and the opportunity to participate more effectively throughout the criminal justice process. This program ensures that Victims' Rights, as promulgated by Louisiana Law, are recognized and that everyone is treated with respect and dignity. We provide a secure, comfortable, supportive environment where you will receive information regarding available services. The program is staffed by Victim-Witness Assistance Coordinators who accommodate all victims/witnesses with cases being prosecuted by the District Attorney's Office.

### Components:

Notification – the basis for outreach and communication with victims and witnesses of crime in Jefferson Parish. Initial contact is most often made by correspondence to victims and witnesses concerning the case and court information.

- **Court Process (Information & Education)** – assists victims and witnesses in understanding the criminal justice system by educating and preparing victims and witnesses for court proceedings and accompanying them to court.
- **Referral** – involves networking with community agencies and referring victims/witnesses for counseling or further assistance as needed. Advocates also provide information on victim compensation.
- **Emergency Assistance** – conduct safety assessments in conjunction with law enforcement agencies, establish safety plans, network resources throughout the state, and assist with relocation according to office policy.

## VICTIMS' RIGHTS: (Louisiana Revised Statute 46:1844)

Crime victims/witnesses or designated family members may be eligible to exercise certain rights as provided by law.

The Statute generally provides, but is not limited to:

- The right to reasonable notice and to be present and heard during all critical stages of criminal proceedings.
- The right to be interviewed in a private setting and a secure area during the court proceedings.

- The right to seek restitution if eligible.
- The right to make a written or oral impact statement.
- The right to confer with the prosecution prior to final disposition of the case.
- The right to refuse to be interviewed by the accused or a representative of the accused.
- The right to be informed upon the release from custody or the escape of the arrestee/offender through programs such as LAVNS (Louisiana Automated Victim Notification System).

## RESOURCES

Metropolitan Center for Women & Children  
24 Hour Crisis Hotline – (504) 837-5400

Southern Louisiana Legal Services  
(Domestic Abuse Protective Orders)  
(504) 340-1381

Family Service of Greater New Orleans  
(504) 822-0800 – New Orleans - Main Branch  
(504) 361-0926 – Gretna  
(504) 733-4031 – Harahan

Catholic Charities – (504) 523-3755

Children's Bureau – (504) 525-2366

Crime Victims Reparations Program  
1-888-684-2846

LAVNS –  
Louisiana Automated Victim Notification System  
Toll Free 1-866-528-6748

Fleet and Family Support Center (military only)  
(504) 678-7569

Elderly Protective Services – (504) 835-3005

Family Justice Center – (504) 592-4005