

# VSP 2.0

## Field Guide

### **Background:**

**On June 4, 2008, Act 271, R321, H4601 was signed to** create the Office of Victim Services Education and Certification (OVSEC) within the Crime Victim Ombudsman's office to establish certification and continuing education requirements for victim services providers and authorize and promulgate necessary regulations. The basic core VSP training requirements were set at this time. *Became effective January 1, 2009*

**On June 10, 2017, Act 96, R126, S289 was signed to** create the South Carolina Crime Victim Services Division which included consolidation of several state government victim services programs under the Office of the Attorney General. OVSEC was renamed and moved from under the Crime Victim Ombudsman and into a separate department within the Crime Victim Services Division, the Department of Crime Victim Services Training, Provider Certification, and Statistical Analysis (CVST). *Became effective July 1, 2017*

**November 2017-** Kim Hamm was hired to lead the new department and with the assistance of a multidisciplinary committee, recommendations were made to the Victim Services Coordinating Council to update the Victim Service Provider (VSP) basic core (15-hour) training for new VSPs for the first time since its inception.

**July 12, 2018-** The Victim Services Coordinating Council (VSCC) unanimously approved the proposed VSP updates, dubbed VSP 2.0.

**January 1, 2019- VSP 2.0 updates became effective.**

### **Implications:**

Any agency that currently provides the VSP basic core (15-hour) training course must make necessary changes to reflect the updates to the essential mandatory criteria for each of the training requirements by January 1, 2019 and have changes approved by the Department of Crime Victim Services Training, Provider Certification, and Statistical Analysis (CVST). The Department of Crime Victim Services Training, Provider Certification, and Statistical Analysis (CVST) will be available to assist organizations as they make necessary revisions to their curricula to meet the January 2019 deadline. Organizations will need to provide documentation to CVST proving necessary changes have been made before any basic core trainings can be accredited for VSP hours. Documentation should include: Detailed agenda, course descriptions, and any other documentation to show necessary updates (PowerPoint presentations, manuals, curricula, etc.)

Any agencies that do not currently provide VSP basic core training, but wish to, must provide CVST a comprehensive curriculum, detailed course descriptions, detailed agendas to display that all requirements will be included before being approved to provide the basic core training for VSP credit hours.

A detailed breakdown of the updates and requirements are included in the subsequent sections of this document.

# **VSP 2.0**

## **Overview of updates**

***\*Effective January 2019\****

### ***Updates to Basic Core VSP training topics:***

- ***Training requirements and hourly breakdowns have been amended and revised.***

### ***Essential/Mandatory Criteria set for Basic Core VSP Training:***

- **Each topic will have core criteria that must be included in the Basic VSP training, regardless of which agency is providing the training.**
- **These criteria are the minimum standards that ALL victim service providers should know upon completion of Basic VSP training.**

### ***Clarification on volunteer VSP training requirements:***

- **VSP certification is recommended, but not required, for volunteers who provide direct services to crime victims. All volunteers should adhere to their agency's training policies and procedures.**

### ***Promulgation of training standards:***

- **All VSPs must obtain a minimum of 15 hours in approved Basic Core for VSPs in year 1 of employment and a minimum of 12 hours of approved VSP continuing education each subsequent calendar year for VSPs.**
- **All Notifiers/support staff must obtain 2 hours of specialized training for Notifiers every other year.**

**The following listing shows the modifications that were made to the original VSP Basic Core training requirements.**

## **Basic VSP Core Training**

**SC Victims' Rights and/~~Compliance~~/Statutes**

~~3~~ 2 hours

~~Compensation Fund/SOVA Crime Victim Compensation~~

1 hour

**Ethics/~~Confidentiality~~**

~~2~~ hours 1 hour

**Criminal Justice System/Court Procedures**

2 hours

~~Case Management~~

~~2~~ hours

**Communication**

2 hours

***Multidisciplinary Collaboration (NEW)***

2 hours

***Self-Care (NEW)***

1 hour

**Specialized Training**

~~3~~ 4 hours

**15 HOURS TOTAL**

**See the following page for VSP 2.0 requirements,**

**Effective January 2019.**

**VSP 2.0**

**Basic Core Training Requirements\***

**SC Victims' Rights and Statutes**

2 hours

**Crime Victim Compensation**

1 hour

**Ethics**

1 hour

**Criminal Justice System/Court Procedures**

2 hours

**Communication**

2 hours

**Multidisciplinary Collaboration**

2 hours

**Self-Care**

1 hour

**Specialized Training**

4 hours

**15 HOURS TOTAL**

*\*Effective January 2019*

## **VSP 2.0**

### **VSP Basic Core Training Requirements**

#### ***15-hour course***

---

### **SC Victims' Rights and Statutes**

2 hours

**Description:**

Any material relating to legal rights of SC crime victims.

**Essential Criteria:**

- South Carolina Constitution, ARTICLE I, SECTION 24. Victims' Bill of Rights
- S.C. Code Section 16-3-1510- Definition of Crime Victim
- §16-3-1410 (C) ; §16-3-1420 (1)- Requirements and definition of Victim Service Providers

**Examples for specialization:**

Relevant statutes to the specific audience of VSPs being trained  
(LE, Human Trafficking, Domestic Violence, Child Abuse, etc.)

---

### **Crime Victim Compensation**

1 hour

**Description:**

Any material that focuses on victim compensation or the  
Department of Crime Victim Compensation (DCVC).

**Essential Criteria:**

- DCVC application and procedures <http://www.sova.sc.gov/apps.html>
- DCVC Eligibility requirements
- Benefits covered under DCVC

**Examples for specialization:**

How your office processes compensation applications  
(Sexual Assault Protocol, Child Maltreatment Protocol, etc.)

## Ethics

1 hour

### Description:

Any material that focuses on the ethics of victim advocacy as it relates to the workplace.

### Essential criteria:

- NVASC Standards for Victim Assistance Programs and Providers:  
[https://www.ovcttac.gov/downloads/Ethics/files/EVS-Online\\_Handout\\_NVASC\\_Standards.pdf](https://www.ovcttac.gov/downloads/Ethics/files/EVS-Online_Handout_NVASC_Standards.pdf)  
*Developed by Dana DeHart, Center for Child and Family Studies USC College of Social Work, sponsored by OVC DOJ OJP, adopted by OVC TTAC*

### Examples for specialization:

Agency or other profession-specific ethical code/guidelines  
(NASW Code of Ethics, National Sheriff's Association Code of Ethics, etc.)

---

## Criminal Justice System/Court Procedures

2 hours

### Description

Any material that focuses on the structure of the criminal justice system and the procedures/process of the system and courts.

### Essential Criteria:

- *Review of statutory duties of system-based entities to crime victims:*  
Law enforcement - 16-3-1515; 16-3-1520; 16-3-1525; 16-3-1535; 16-3-1550  
Solicitors - 16-3-1525; 16-3-1545; 16-3-1550; 16-3-1555  
Summary Courts – 16-3-1510 (6); 16-3-1515; 16-3-1525; 16-3-1535;  
Circuit and Family Courts - 16-3-1525 (I)(J); 16-3-1550; 16-3-1555  
Diversion Programs - 16-3-1525 (L)(N)  
Mental Health Facilities – 16-3-1525 (M)(N)  
Probation, Parole, and Pardon (PPP) - 16-3-1515; 16-3-1535 (G) 16-3-1560;  
Detention Centers - 16-3-1525; 16-3-1530;  
Department of Corrections – 16-3-1535 (G); 16-3-1560  
Department of Juvenile Justice (DJJ) – 16-3-1535 (G); 16-3-1540; 16-3-1560  
Board of Juvenile Parole - 16-3-1535 (G); 16-3-1560  
Attorney General's Office – 16-3-1535 (G); 16-3-1560  
Crime Victim Ombudsman – 16-3-1620
- *\*Resource: Flow Chart of Criminal Justice System (To be developed/modified)*
- *\*Resource: SCVAN Survival Guide (available in English and Spanish)*

### Examples for specialization:

Relevant detailed information and procedures tailored for the VSP audience  
(how to assist a victim at each stage of victim services, etc.)

---

## Communication

2 hours

### Description

Any material on how to effectively communicate with a victim.

### Essential Criteria:

- Review and practice communication skills (active listening, building rapport, proper use of open-ended and closed-ended questions)
- Trauma-Informed Care (Responding to those who have experienced trauma)
- Cultural competency
- De-escalation
- Develop strategies to overcome barriers

### Examples for specialization:

Any relevant information for the VSP audience  
(Crisis hotline communication, communication with limited or non-English speaking population, special considerations for hearing impaired, blind, understanding intimidation, etc.)

---

## Multidisciplinary Collaboration

2 hours

### Description

Any material focused on working with other agencies to coordinate services and better serve victims.

### Essential Criteria:

- Identify roles of different VSPs/advocates (law enforcement, solicitor-based, non-profit/NGO, etc.)
- Identify resources and referrals (counseling, shelters, legal services, NGOs that serve victims, wrap-around services etc.)
- Discuss strengths, limitations, and possible overlap or conflicting roles of different VSPs' and agencies' and how to collaborate for the best outcomes for victims
- Discuss how to partner and collaborate with other agencies to meet the needs of victims with special needs/considerations

### Examples for specialization:

Any relevant information for the VSP audience  
(MDT/SART/DVCC protocols, resource referral procedures, relevant statutes)  
*\*will provide a sample list of resources on website*

---

## Self-Care

1 hour

### Description

Any material that focuses on vicarious trauma, compassion fatigue, and other stress-related conditions.

### Essential Criteria:

- Define vicarious trauma, compassion fatigue, burnout, self-care, and trauma-informed care
- Introduce activities and strategies to minimize impact of vicarious trauma and increase healthy activities/self-care
- Use of OVC Vicarious Trauma Toolkit- <https://vtt.ovc.ojp.gov/>

### Examples for specialization:

Any relevant information for the VSP audience (share resources available, practice specific techniques, review relevant protocols)

*\*will provide a sample list on website*

---

## Specialized Training

4 hours

### Description

Any type of training that may be specific to a particular VSP's duties and interests within victim services.

### Essential Criteria:

- Relevant to victim services

### Examples for specialization:

Any relevant information for the VSP audience  
(Specific training for LEVAs, CACs, DV, SA, Human Trafficking, etc.)

### Contact us:

Department of Crime Victim Services Training,  
Provider Certification, and Statistical Analysis

[CVST@scag.gov](mailto:CVST@scag.gov)

803-734-0925

[cvst.scag.gov](http://cvst.scag.gov)