

DFV Occurrence reviewing officer checklist

- Is it a Relevant Relationship? ([DFVPA 2021 s.13 Meaning of Relevant Relationship](#))
- Is there an allegation of DV from this occurrence? ([DFVPA s.8 Meaning of domestic violence](#))
- Is there a history of DV occurrences / repeat calls for service?
- Is the *Authorising Officer* attached for No DV / DV – Other / DV Application? ([OPM 9.2.1 Definitions supervising officer](#))
- Initial task created by the Reporting Officers (to ensure checking by Officers supervisor).
- Ensure PAF (every occurrence except No DV) is completed and risk level completed / appropriate. ([Appendix 9.1 DV-PAF](#))
- Referrals completed and attached to person or occurrence
 - either declined
 - decline information given
 - accepted
 - QPS referral ([OPM 9.4.10 Domestic violence referral agencies](#))
- Aggrieved canvassed for criminal complaints and ensure that **all** substantive criminal offences associated with investigations are recorded in QPRIME and investigated
- DDO and CIB **MUST** be briefed for strangulation incidents.
- If incident is between Mossman through to Gordonvale, and includes serious offences or risks of lethality or serious harm?
 - An FYI task **MUST** be sent through to org unit “1599 – Cairns District Domestic Violence High Risk Team”.
- If incident is between Smithfield through to Yarrabah and includes serious offences – strangulation, wounding, GBH, Torture, AOBH whilst armed, stalking, sexual assault or rape?
 - A Review task **MUST** be task is sent through to org unit “2056 – Cairns District Vulnerable Persons Unit”.
- If applicable – Child Harm Report **MUST** be completed ([OPM 9.8.4 Other action to protect children exposed to domestic violence](#))
- On completion of review:
 - ADD officer name as “Reviewing Officer” in Officer tab and station as “Assisting Station”
 - ADD <<<<Reviewed by 40*****, Station, date>>>> in the occ summary field.

Points to consider with current allegation or historical allegations when looking at the occurrence

Category 1 Risk Factors – ENSURE ACTION IS TAKEN

- Frequency (This may include incidents not reported to police.)
- Pregnancy
- Previous incident(s)/contraventions(s)
- Separation (Is the aggrieved wanting or attempting to leave the relationship?)
- Severity (eg. moving from verbal to physical, pushing to slapping, slapping to beating or serious/life threatening injuries..)
- Sexual violence (Eg. using sex or sexual acts as a form of control, punishment or violence.)
- Significant change in circumstances
- Threats to kill (aggrieved/family members?)
- Use of weapons (used or threatened to use a weapon, against the aggrieved/family in current or previous incidents?)

Category 2 Risk Factors

- Alcohol/drug misuse
- Animal cruelty
- Child abuse
- Controlling behaviour
- Cultural considerations
- Mental health issues
- Respondent history of violence
- Ongoing conflict
- Significant damage/destruction of property
- Stalking
- Suicidal
- Violent threats

The biggest risk occurrences for Police are the DV Others:

- DV OTHER says that DV occurred, but for whatever reason we are not completing an application.
- You need to articulate the **REASON WHY you are NOT** completing an application.