Victims of Crime compensation process flowchart

Government of South Australia
Department for Child Protection

OFFICIAL

STEP 1
Preliminary eligibility assessment

To be conducted by the DCP case worker

Does the child or young person have an identified physical or psychological injury?
Medical/psychological evidence linking the injury to the offence is required

No → **Child or young person not eligible for VOC compensation**

Yes ↓

Was the injury caused by a violent or sexual criminal offence?

No → **Child or young person not eligible for VOC compensation**

Yes ↓

Was the offence reported to the police?

No → **Child or young person may still be eligible for VOC compensation**
Consider on a case by case basis and consult with DCP Legal.

Yes ↓

Has a conviction been recorded?

No → **Child or young person may still be eligible for VOC compensation**
Consider on a case by case basis and consult with DCP Legal.

Yes ↓

Preliminary eligibility criteria met – proceed to Step 2

STEP 2
Consult and seek agreement for Initial Legal Assessment

Consult with DCP Legal, practice leader, Principal Aboriginal Consultant for (Aboriginal children and young people) and carer
Seek the child or young person's consent for the Initial Legal Assessment.

Do not proceed → **Do not proceed**
Record decision and rationale in C3MS

Proceed ↓

Seek manager approval for claim to proceed to Initial Legal Assessment

Do not proceed → **Do not proceed**
Record decision and rationale in C3MS

Proceed ↓

STEP 3
Initial Legal Assessment

Conducted by VOC solicitor

Arrange Legal Assessment with specialist VOC solicitor and obtain their view on whether they will accept the case
Go to www.voc.sa.gov.au for details of specialist VOC lawyers

Do not proceed → **Do not proceed**
Record decision and rationale in C3MS

Proceed ↓

Send the discovery request to DCP Subpoena and Information Release Team (SIRT)
Use the Discovery request for victims of crime matters form (allow 90 days for SIRT to research and redact documents)

Do not proceed → **Do not proceed**
Record decision and rationale in C3MS

Proceed ↓

Attend legal assessment meeting OR prepare referral letter
VOC solicitor to advise of preferred manner of assessment during initial contact

Proceed ↓

VOC solicitor advises whether the claim should proceed

No → **Do not proceed**
Record decision and rationale in C3MS

Yes ↓

Seek consent from child/young person (where relevant) or manager and instruct solicitor to proceed with application
Advise DCP Legal of application via email

No → **Do not proceed**
Record decision and rationale in C3MS

Yes ↓

STEP 4
Outcome

Court orders compensation
Advise DCP Legal via email

To be read in conjunction with Victims of Crime compensation in the Supporting children and young people in care chapter of the Manual of Practice