



## DEPARTMENT OF DEFENSE SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICE



### Commander Fact Sheet: Conducting the High-Risk Response Team (HRRT)

The HRRT monitors the safety of warfighters and eligible members of the military community who have made a report of sexual assault and takes action to reduce risk of harm. The Case Management Group (CMG) Chair (the installation commander) immediately stands up an HRRT when presented with information that the victim's safety is in jeopardy.

The HRRT is chaired by the victim's commander and co-chaired by the Lead Sexual Assault Response Coordinator (SARC). Other HRRT members include the suspect's commander, the victim's SARC and SAPR Victim Advocate (VA), a Military Criminal Investigative Organization (MCIO) representative, a judge advocate, the Victim/Witness Assistance Program representative, the victim's healthcare (medical and/or mental health) provider, and the individual identified to conduct the safety assessment with the victim. Additional members may be invited at the discretion of the HRRT Chair and Co-Chair.

An initial safety assessment for the consideration of the HRRT should be done immediately by the individual best qualified and experienced to assess the risk and protective factors that impact the victim's safety. Upon completion, the person performing the assessment will brief the findings and recommendations to the HRRT for consideration. The HRRT chair and co-chair take feedback and additional recommendations from the HRRT members, develop a plan to keep the victim safe, and brief the CMG chair.

*Reminder: The victim's emergent care and access to crisis intervention does not depend on the HRRT's stand-up or recommendation. SARCs and SAPR VAs will immediately connect at-risk victims to mental health or other appropriate services for crisis support without waiting for the HRRT to be stood up.*

The HRRT chair and co-chair take steps to ensure:

- Actions to counter risk are executed expeditiously, a plan is developed, and its actions are tracked,
- Care can be accessed as needed by the victim, including transportation,
- Notifications are made to supporting officials with a need to know, and
- Each Military Protective Order (MPO) is completed through a DD Form 2873, "Military Protective Order." Verbal "No Contact Orders" should not be used, except in exigent circumstances. If used, No Contact Orders should be followed up with a DD Form 2873 as soon as possible and the issuing commander must confirm a DD Form 2873 was completed and distributed. The HRRT chair and co-chair confirm the DD Form 2873 was distributed in hard copy to:
  1. The Service member (*the sexual assault suspect*)
  2. The protected person (*the adult sexual assault victim*)
  3. The Service member's local personnel file
  4. The installation law enforcement (*for entry in the National Crime Information Center*)

*Note: If the victim has a Civilian Protective Order (CPO), ensure law enforcement is notified that a CPO shall have the same force and effect on a military installation as such order has within the jurisdiction of the court that issued such order. (USC §1561a; P.L. 107-311)*

The HRRT chair and co-chair document their conclusions and steps to address risk for the monthly CMG minutes, which the co-chair enters into the Defense Sexual Assault Incident Database (DSAID). HRRT actions are also documented on DD Form 2910-7, "High-Risk Response Team Meeting Notes for the Sexual Assault Prevention and Response Program."

#### Key HRRT Considerations

- The HRRT's purpose and responsibility is to continually monitor the victim's safety by assessing risk of harm and developing a plan to manage the situation.
- While there are no explicit criteria and threshold for standing up an HRRT, the CMG chair should not hesitate to form the HRRT when the victim alleges a retaliation allegation, experiences a second sexual assault while during Military Service, or if the victim's mental health is impacted by a delay in an Expedited Transfer move.
- When the victim is at risk for self-harm, the suspect's commander (when different from the victim's commander) is not invited to the HRRT, unless the suspect is believed to be involved in triggering such risk. This is done to preserve the victim's privacy.
- HRRT members cannot delegate their attendance at HRRT meetings and must actively participate.

#### Initial Report to the CMG Chair by the HRRT Chair

- The HRRT chair and co-chair make their first report to the CMG chair within 24 hours of the HRRT being activated. The CMG and HRRT chairs then determine an appropriate briefing schedule. However, the CMG chair must be briefed at least once a week while the victim is considered to be at high-risk.
- The HRRT chair requests that the CMG chair dissolve the HRRT when the victim is no longer at high-risk.

For more information, please visit [sapr.mil/toolkit](https://sapr.mil/toolkit).

For confidential victim assistance, call or visit the DoD Safe Helpline at 877-995-5247 or [safehelpline.org](https://safehelpline.org).



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## Assessment of Risk

Warfighters and adult family members who have reported sexual assault experience high risk when there is an elevated likelihood that they will again experience violence by the suspect, the suspect's associates, and/or self-harm. Risk factors (e.g., the suspect's history of violence) and protective factors (e.g., command's abilities to enhance victim safety) play a role in the HRRT's comprehensive safety assessment. Such factors include but are not limited to:

- Victim's expressed safety concerns
- Suspect's access to the victim
- Suspect's stalking history, both physically and online
- Previous or existing relationship or friendship between the victim and the suspect, the suspect and the victim's spouse, or the victim's dependents
- Existence of children in common
- Sharing (or prior sharing) of a common domicile
- Evidence of property destruction by the suspect and/or the suspect's associates
- Suspect's threats to harm, plans to harm or subsequent attacks on the victim, victim's family members, and/or pets
- Intimidating the victim to stop participating in the investigation or prosecution
- Suspect's threats, attempts or plans to commit suicide
- Suspect's past weapon use, threats to use a weapon, and current access to lethal means
- Victim's history of serious injury during the initial and subsequent sexual assault incidents
- Suspect's history of law enforcement involvement regarding domestic abuse, assault, or other criminal behavior
- Issuance of an MPO or Civilian Protective Order (CPO) against the suspect and any violations of such orders
- History of drug or alcohol abuse by either the victim or the suspect
- Suspect's history of erratic or obsessive behavior, rage, agitation, or instability
- Whether the suspect is a flight risk

## Required Documentation

The HRRT chair and co-chair will complete the DD Form 2910-7 to confirm the HRRT met all requirements.

- The DD Form 2910-7 is used for the first HRRT meeting and to document the final meeting.
- The DD Form 2910-7 Supplement is used for subsequent HRRT meetings.
- These forms must be completed along with individual DSAID case meeting minutes for the monthly CMG. The DD Form 2910-7 and DD Form 2910-7 Supplements address the majority of the HRRT meeting minute requirements.

The items on the DD Form 2910-7 and DD Form 2910-7 Supplements facilitate the weekly briefings to the CMG chair.

- The first report to the CMG chair within 24 hours of the HRRT being activated will be documented on the DD Form 2910-7.
- The date and time of all other weekly HRRT briefings are also documented in the CMG meeting minutes by the co-chair.

## Forms for Documentation

The use of these forms is mandatory. The completed forms will be shared only with those who have an official need to know or as required by law. The HRRT Chair and Co-Chair will complete the DD Form 2910-7 during the first HRRT meeting. Documentation and signatures required for the first HRRT meeting are on page 2 of DD Form 2910-7:

<p><b>2. HRRT RESPONSIBILITIES PERFORMED BY CMG Co-Chair. (Please initial to confirm)</b></p> <p>(1) Provided required updates to the HRRT.</p> <p>_____ (2) Documented updates received from the HRRT Chair (victim's commander) in the DD Form 2910-7 for the initial HRRT meeting (Document this in the Supplement to the DD Form 2910-7 for the subsequent HRRT meetings found at the end of this DD Form).</p> <p>(3) Ensured that the SARCs participating in the HRRT understand what information about the victim they can share and what information must be kept confidential, in accordance with their D-SAACP Ethics responsibilities. [For information on ethical responsibilities please see the "SARC/SAPR VA Code of Professional Ethics," in the DD Form 2950, "Department of Defense Sexual Assault Advocate Certification Program (D-SAACP) Application Packet for New Applicants"]</p>	
<p><b>3. HRRT RESPONSIBILITIES PERFORMED BY CMG CHAIR (NOT the HRRT Chair). (Please initial to confirm)</b></p> <p>(1) I immediately stood up HRRT when the victim assessed to be in a high-risk situation.</p> <p>_____ (2) I received a brief from the HRRT within 24 hours of the HRRT being stood up.</p>	
<p><b>4. SIGNATURES AT TIME HRRT IS INITIATED.</b></p> <p><b>A. SIGNATURE OF CMG CHAIR</b> _____ <b>DATE (YYYYMMDD)</b> _____</p> <p><b>B. SIGNATURE OF HRRT CHAIR</b> _____ <b>DATE (YYYYMMDD)</b> _____</p> <p><b>C. SIGNATURE OF CMG CO-CHAIR</b> _____ <b>DATE (YYYYMMDD)</b> _____</p>	
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For all subsequent HRRT meetings, the Chair and Co-Chair will fill out the DD Form 2910-7 Supplement. One supplement form will be filed for each subsequent meeting.

For the final HRRT meeting, both forms need to be documented:

1. The DD Form 2910-7 Supplement to detail what occurred during the last HRRT meeting.
2. The original DD Form 2910-7 to document that the HRRT was dissolved.

Documentation and signatures required to dissolve the HRRT are on page 3 of DD Form 2910-7:

Date of <u>request</u> that the HRRT be dissolved:	Name of HRRT Chair that made the dissolution request:
Date HRRT was <u>actually</u> dissolved:	Name of CMG Chair that dissolved the HRRT:
<b>5. SIGNATURES AT TIME HRRT IS <u>DISSOLVED</u>.</b>	
A. SIGNATURE OF HRRT CHAIR	DATE (YYYYMMDD)
_____	_____
B. SIGNATURE OF CMG CO-CHAIR	DATE (YYYYMMDD)
_____	_____
C. ATTESTATIONS OF CMG CHAIR <i>(please initial to confirm)</i>	
_____ (1) I received weekly HRRT briefings.	
_____ (2) I approve the dissolution of this HRRT.	
SIGNATURE OF CMG CHAIR	DATE (YYYYMMDD)
_____	_____