

## Flow Chart of the MARAC Process

### Step 1

- **IDENTIFY**
- MARAC agencies should have systems in place to identify victims of domestic abuse
- Many services now have some form of routine enquiry questions that are agreed for use with all service users

### Step 2

- **RISK ASSESS**
- Once identified as suffering domestic abuse, the CAADA-DASH Risk identification Checklist should be used to establish if the victim is at high risk of harm
- Carry out immediate safety measures for the victim, children and perpetrator. The police will carry out target hardening, child protection agencies will act to safeguard children
- **If high risk refer to IDVA service and MARAC** (Referral criteria: Visible High Risk - 14 yes ticks on DASH, Professional Judgement or Potential Escalation – 3 Police callouts in 12 month period)

### Step 3

- **REFERRAL**
- Whichever agency identified the case completes the Referral form and sends to MARAC Co-ordinator – [marac@westsussex.gov.uk](mailto:marac@westsussex.gov.uk)
- Inform colleagues that a referral has been made
- **IDVA service contacts victim to offer support and identify key risks and fears**

### Step 4

- **RESEARCH**
- All agencies receive MARAC meeting agenda from MARAC Co-ordinator
- All agencies research all cases on the agenda
- Contact colleagues for information, explain purpose of the meeting
- **IDVA gathers background information from the victim and the other agencies not represented at the MARAC about the abuse**

### Step 5

- **MEETING AND INFORMATION SHARING**
- MARAC representative presents information at the meeting on their agencies behalf
- Present information relating to other cases with an agency involvement
- Identify risks for the victim, children, perpetrator and agency staff
- **IDVA service presents information on behalf of victim**

### Step 6

- **ACTION PLANNING**
- Volunteer actions on behalf of your own agency and offer what you could do that would increase safety
- Ensure actions are SMART
- Identify opportunities to co-ordinate actions with other partners
- **IDVA service confirms that in their opinion the proposed actions are as safe as possible**

### Step 7

- **FOLLOW UP**
- Inform colleagues of actions and complete in time agreed
- Confirm when actions are completed with MARAC co-ordinator
- Keep IDVA informed of relevant information
- **IDVA service keeps victim informed of plan where safe to do so**
- **IDVA service liaises with partner agencies to co-ordinate action plan**