

Office of Victim Advocate Registration Form

District Attorney Instructions: In the shaded area, complete ALL information on the offender.

Offender's Name:		Committing County:	Sentencing Date:
Charge(s):		Sentence:	Docket Number:
Offender's SID#:	Offender's Date of Birth:	OTN: Special Probation/Condition(s): Restitution \$	

Victim: Complete ALL information in the unshaded area.
Detach form and mail in stamped enveloped addressed to:

Office of Victim Advocate
1101 South Front Street, Suite 5200
Harrisburg, PA 17104

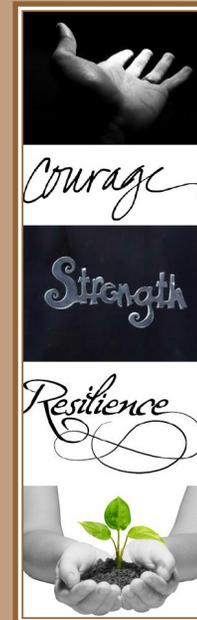
Type of Registration - Please Check One:

- Direct Victim of Crime**
- Homicide Survivor.** Name of Deceased: _____ Relationship to Deceased: _____
- Parent/Guardian of Minor Victim.** Name of Minor: _____ Minor's Date of Birth: _____

Your Name:		Preferred Language, if other than English:
For your security and Identification Purposes, Please Provide ALL of the Following:		
Date of Birth:	Last 4 digits of Social Security #:	Mother's Maiden Name:
Street Address/PO Box:		
City:		State: Zip Code:
Your contact Numbers:	Okay to leave message?	Individuals it is okay to speak to & their relationship to you.
Home Phone: (____)_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	Name: _____ Relationship: _____
Work Phone: (____)_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	Name: _____ Relationship: _____
Cell Phone: (____)_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	Name: _____ Relationship: _____
Other Phone: (____)_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	Name: _____ Relationship: _____
Would you like to register with SAVIN ? <input type="checkbox"/> YES <input type="checkbox"/> NO		
If YES, what type of SAVIN notification would you prefer? (check all that apply)		
<input type="checkbox"/> Email <input type="checkbox"/> Text <input type="checkbox"/> Phone If by Phone, you must choose a 4-digit pin#: _____		
Call me (check all that apply): <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell Phone <input type="checkbox"/> Other		
Would you like our office to contact you if the above inmate submits an apology letter? <input type="checkbox"/> YES <input type="checkbox"/> NO		

PENNSYLVANIA
Office of Victim Advocate

Registration Brochure



Jennifer R. Storm, Victim Advocate
Commonwealth of Pennsylvania



pennsylvania
OFFICE OF VICTIM ADVOCATE

Office of Victim Advocate

Act 8 of 1995 established the Office of Victim Advocate to represent the rights and interests of crime victims before the Department of Corrections (DOC) and the Board of Probation and Parole (PBPP). The Victim Advocate has jurisdiction over victim input and notification within both the DOC and the PBPP. The Victim Advocate has the responsibility and duty to petition the PBPP to deny parole and/or set conditions of parole at the request of the victim. The Office of Victim Advocate seeks to provide a comprehensive delivery of services to crime victims exercising their rights in the post-sentencing process.

YOUR RIGHTS:

As a victim of crime in Pennsylvania you have the following post-sentencing rights:

- To receive notice of all post-sentencing release decisions, including parole and pardons.
- To submit prior oral, written or in-person comments on post-sentencing release decisions including parole and pardons.
- To receive immediate notice of the escape and recapture of the offender from a correctional facility.
- To receive notice of a commitment of the offender to a mental health facility from a state correctional institution and of the discharge, transfer or escape of the offender from the mental health facility.
- To have the Victim Advocate petition the Board of Probation and Parole to deny parole and/or set conditions of parole.
- To receive notice and provide input on inmate applications for commutations and pardons.

Department of Corrections

Offenders sentenced to a maximum prison sentence of two or more years are usually placed in the custody of the Department of Corrections (DOC). Most inmates are first sent to either the State Correctional Institution in Camp Hill, Graterford, Pittsburgh and Muncy (women only) to complete the diagnostic and classification process. Once completed they are sent to a specific institution which can best meet their identified security and programming needs. The DOC operates multiple state correctional institutions, community corrections centers and a motivational boot camp throughout the state.

If you have questions or need additional information, contact **1-800-563-6399**. Language Line services are available for translation.

Board of Probation and Parole

In Pennsylvania, most offenders receive a minimum and maximum sentence and by law are required to serve the entire minimum sentence before being eligible for release on parole. The Pennsylvania Board of Probation and Parole (PBPP) has the authority to grant or deny parole for all inmates sentenced to a maximum term of two or more years in prison. The PBPP is responsible for the supervision of these offenders upon release and for the duration of their maximum sentence.

If you have questions or need additional information, contact **1-800-563-6399** or **TDD 1-888-349-1064** (Toll Free). Language Line services are available for translation.

Giving Crime Victims a Voice

Confidentiality. Your enrollment and participation with the Office of Victim Advocate (OVA) is confidential. Your comments, whether oral, written, video-taped, or in-person testimony are confidential by law.

Enrollment. If the opportunity to provide input on the program/release decisions made by the DOC and the PBPP and to be notified of these decisions is important to you, we encourage you to exercise your rights as a crime victim. To do so you must complete the attached registration form. This form will register you for notification of any inmate release decisions made by the DOC and the PBPP.

Your Responsibilities. To complete the attached registration form and mail it to the Office of Victim Advocate.

Your Comments. Your comments shall be considered in the final release decisions made by DOC and PBPP. These agencies review a variety of factors, including comments from the Sentencing Judge and District Attorney, institutional adjustment, previous parole experience and emotional stability.

Inmate Apology Bank Program

- Inmates are given the opportunity to submit an apology letter to victim(s) by mailing the letter to OVA. This is a completely voluntary process and will not affect the inmate's release date, parole consideration, or any other aspects of incarceration.

- The apology letters are stored with OVA. If a victim contacts OVA and expresses an interest in receiving an apology letter, OVA may then forward the apology letter to the victim upon their request.
- If you are interested in finding out if there is currently an apology letter for you on file, or if you would like us to contact you in the future if an apology letter is received, please contact OVA at 1-800-563-6399.

PA SAVIN is the Pennsylvania Statewide Automated Victim Information & Notification system. It is a valuable service giving crime victims and other concerned citizens free and confidential notifications about an inmate's release, transfer or escape. PA SAVIN allows you to have timely information on specific offenders 24-hours a day, over the phone, through the Internet, or by e-mail. When you register with OVA, you will have the option to register with PA SAVIN. You need to provide a 4-digit PIN number if you sign up for telephone notification. Make your PIN an easy number to remember. You will need to enter this PIN number to stop repeated notification calls from PA SAVIN.

The Release Process

Parole. In Pennsylvania, most offenders receive a minimum and maximum sentence. By law, they are required to serve the entire minimum sentence before being considered for release on parole. Nine months prior to the offender's minimum sentence date, victims who are registered with OVA will be notified of their opportunity to provide input into the parole process via options such as oral testimony, a written statement, video-taped comments, or in person victim testimony to the PBPP. Four months prior to the offender's minimum sentence date, the PBPP begins to review a variety of factors to determine the offender's eligibility for parole. The victim's comments are seen to be an important part of the final decision-making process.

Pardons/Commutations. The Pennsylvania Board of Pardons has the responsibility of making recommendations to the Governor regarding applications for a pardon. The Office of Victim Advocate provides support and outreach to crime victims during this process.