DEPARTMENT OF THE ARMY
HEADQUARTERS, III CORPS AND FORT HOOD
1001 761ST TANK BATTALION AVENUE
FORT HOOD, TEXAS 76544-5000

AFZF-CG

COMMANDING GENERAL'S POLICY LETTER # 3

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Family Advocacy Program (AFAP)

1. REFERENCES:

a. AR 608-18, Army Family Advocacy Program, Rapid Action Revision (RAR), 13 Sep 11.

b. AR 608-1, Army Community Service, 13 Mar 13.

c. DoD Directive 6400.1, Family Advocacy Program (FAP), 23 Aug 04.

2. APPLICABILITY. This policy applies at all times and in all locations to all service members assigned to, attached to, or performing duties in units or activities assigned, attached, stationed, based, or otherwise located on the Fort Hood military reservation. This includes, but is not limited to, units and service members conducting maneuvers, training, maintenance, or other duties on the Fort Hood military reservation. It also applies to all military personnel present within the limits of the Fort Hood military reservation. All service members assigned to, attached to, or performing duties in units or activities over whom Commander, III Corps and Fort Hood, exercises Senior Commander (SC) authority are also subject to this policy.

3. POLICY. The Family Advocacy Program (FAP) is a commander's program designed to prevent spouse and child abuse, to encourage the reporting of all instances of abuse, to ensure the prompt assessment and investigation of abuse cases, to protect victims of abuse, and to treat all Family members affected by or involved in abuse.

a. Army Regulation 608-18 encourages every Soldier and Civilian member of the military community to report information about known or suspected incidents of child or spouse abuse to the installation Reporting Point of Contact (RPOC), (254) 287-CARE (2273), available 24 hours a day, 7 days a week. Mandated personnel will report suspected child and domestic abuse to the FAP RPOC. Abuse allegations will be investigated by appropriate law enforcement authorities. Commanders will be notified when their Soldiers are involved in spouse abuse, child abuse, or child neglect. In addition to the corrective programs listed below, commanders are responsible for taking

action they deem appropriate in accordance with the Uniform Code of Military Justice (UCMJ).

b. Family violence, including child and spouse abuse, and violence perpetrated by a single Soldier against partners, adversely impacts morale, welfare and mission readiness. Commanders are responsible for taking immediate steps to alleviate Family violence:

(1) Leaders, at all levels, must be alert for evidence of domestic violence; they must report it and react promptly. Commanders and support agencies will ensure that the applicable rights of alleged victims and offenders are addressed. Commanders must take appropriate action to protect victims of abuse from further harm. Victim advocacy services are offered by the Army Community Service (ACS) and AFAP to address safety measures, restricted and unrestricted reporting, provide advocacy assistance, crisis intervention and support to victims of domestic violence. The victim services Crisis Line number is (254) 702-4953, available 24 hours a day, 7 days a week. Army Regulation 608-18 describes measures that a commander can initiate, such as: pretrial restraint, revocation of pass privileges beyond the installation, and removal from government quarters. If an active duty Soldier is identified as the alleged offender, commanders will order the offender into government billeting. The offender will have no contact with the home/quarters or victim for a minimum of seven days. The first Colonel (O6) in the alleged offender's chain of command has the authority to grant an exception to the seven day requirement, but the minimum period shall be no less than 72 hours. If the first O6 in the chain of command decides to grant an exception to the seven day requirement, the O6 commander will notify the III Corps Commanding General, in advance of the alleged offender's release from these requirements, justifying the decision to release the alleged offender. The justification will include the mitigating measures the alleged offender's chain of command has taken with the alleged offender to alleviate the concerns related to why the alleged offender was initially ordered into government billeting. If an Emergency Protective Order (EPO) or Domestic Violence Order (DVO) is in place, commanders will monitor the Soldier's compliance with such orders. When the civilian spouse is the offender, commanders will make every effort to ensure the safety of the Soldier. Safety measures will include offering the victim/Soldier temporary living space in the unit's assigned billets or ensuring other suitable arrangements are made available.

(2) Department of Social Work (DSW) will provide treatment for Soldiers and Family members experiencing Family violence. The DSW will be responsible for incident assessment, notification to commanders, coordination and supervision of the Family Advocacy Case Review Committee (FACRC), establishment of treatment plans on substantiated cases that meet criteria, and provision of progress reports to the command.

(3) Commanders will coordinate with the FAP Manager to obtain FAP training within 45 days of assuming command and ensure all Soldiers receive annual Spouse and Child Abuse Prevention Training as mandated by AR 608-18. Training will include restricted and unrestricted reporting options.

(4) Unit, Battery, Troop and Rear Detachment Commanders will attend FACRC meetings or designate an appropriate command level representative to attend when a case involving one of their Soldiers or Family members is being presented. The DSW will notify the Unit, Battery, Troop or Rear Detachment Commander and the respective Battalion Commander to schedule FACRC dates. If a Unit, Battery, Troop or Rear Detachment Commander fails to attend the FACRC or provide an appropriate representative, a memorandum reflecting non-attendance will be forwarded to the respective Battalion and Brigade Commanders with a copy provided to the Chief of Staff. No show rates will be briefed quarterly at the Community Health Promotion Council and the Family Advocacy Committee (FAC).

(5) Commanders will ensure that Soldiers involved in Family violence attend immediate and uninterrupted, recommended treatment. The Soldier's place of duty will include scheduled appointments until treatment is completed. The DSW will notify the Soldier's Unit, Battery, Troop or Rear Detachment Commander and the respective Battalion and Brigade Commanders in advance of the Soldier's scheduled appointments and notify same when Soldiers do not attend scheduled appointments.

(6) The identification of each Soldier enrolled in the FAP will be provided to the Unit, Battery, Troop, Rear Detachment Commander or their designee during the staffing of the incident at the FACRC. The leader will be informed regarding the enrollment in FAP both verbally and in writing. As a follow-up, the Soldier's enrollment, risk level and treatment information will be forwarded by DSW to the Unit, Battery, Troop, Rear Detachment Commander. The DSW will immediately notify the Unit, Battery, Troop, Rear Detachment Commander and the Installation Victim Advocates regarding a change in the level of risk or severity of each case enrolled in the FAP (FAP treatment). Commanders at all levels may contact the DSW to receive updates regarding their Soldiers who are enrolled in FAP. Soldiers whom the DSW have assessed as high risk, for homicidal behavior, will not be considered deployable while enrolled in treatment. If the unit mission requires high risk Soldiers to deploy, approval by the first General Officer in the Chain of Command must be obtained. Soldiers enrolled in FAP must receive reunion training during and upon returning from a deployment.

(7) The FAC is responsible for developing and implementing programs to address Family advocacy issues of redeploying Soldiers not enrolled in treatment. Mandated treatment does not preclude disciplinary and administrative actions against offenders in

DOMESTIC VIOLENCE CHECKLIST

Date of Incident: _____

Upon the notification or discovery of any incident or credible report of domestic violence, commanders will immediately take the following steps:

_____ 1. Contact the unit Trial Counsel for legal guidance.

_____ 2. Report the incident to the Directorate of Emergency Services (DES) Desk Sergeant.

_____ 3. Advise the Soldier suspected of domestic violence of his/her Article 31, UCMJ, rights and, if he/she waives these rights, question the Soldier to ascertain the facts and potential for harm to self and/or others.

_____ 4. Contact the victim of the domestic violence to ascertain the facts and identify any immediate safety concerns.

_____ 5. Make contact with the Family Advocacy Victim Advocate Program for an Installation Victim Advocate who will work in close coordination with the command as well as on/off post agencies to ensure that safety measures are in place for providing advocacy assistance and support to victims of domestic violence. Victim participation in the program is voluntary.

_____ 6. Provide billeting and order the Soldier to move into the alternate billeting for a minimum of seven days. If the seven-day period ends on a weekend or holiday, then the Soldier will continue to reside in alternate billeting until the first duty day.

_____ 7. Order the Soldier to immediately turn in all privately owned firearms to the unit's arms room. Send a Non-Commissioned Officer in the grade of E-6 or higher to the Soldier's home to retrieve any firearms. Order the Soldier to have no contact with firearms unless in the course of normal duty.

_____ 8. If it is believed that a Soldier is suicidal or homicidal (i.e., previous threats, weapons involved, violence increasing, extreme jealousy, or offender is obsessed with victim), he/she must be emergently referred for a psychiatric evaluation at the divisional or corps mental health unit serving the Soldier's unit. During non-duty hours, take the Soldier to the Emergency Room of the serving Medical Treatment Facility. Soldier must be advised of certain rights before being command referred for a mental health evaluation. Consult with trial counsel prior to involuntary referral to mental health.

_____ 9. Reassess the situation at the end of the seven-day period, and determine if the above restrictions should be modified, continued, or cancelled.

_____ 10. Ensure the rights of the victim and offender are respected and observed.

_____ 11. Make immediate contact with or receive contact from the Family Advocacy Victim Advocate Program for cases identified as "high risk" by Department Social Work staff. Utilize the command intervention process to ensure safety and support for military couples experiencing domestic violence.

_____ 12. Address cases of domestic violence where victims are identified as intimate partners.

_____ 13. Take any other additional measure the commander deems necessary to prevent further incidents or Family abuse, injury, or death. Indicate below what other measures, if any, were taken.

Other Measures (if applicable):

_____

_____

_____

_____

_____	_____
NAME OF SOLDIER/RANK	COMMANDER
_____	_____
SSN:	UNIT:

FORWARDED TO TRIAL COUNSEL ON: _____

EMERGENCY PROTECTION ORDER CHECKLIST

Date of Incident: _____

When a Soldier is the subject of an Emergency Protection Order (EPO) issued by any court, commanders will immediately take the following steps:

_____ 1. Contact the Unit Trial Counsel for legal guidance.

_____ 2. The commander will review the EPO, consult with trial counsel, and explain its contents to the Soldier to ensure the Soldier fully understands the restrictions of the EPO and the penalties for failure to obey it. If, after advising the Soldier of his/her Article 31, USMJ, rights, the Soldier waives these rights, the commander will question the Soldier to ascertain the facts and potential for harm to self and/or others. A copy of the EPO will be provided to the trial counsel.

_____ 3. Provide billeting and order the Soldier to move into the alternate billeting for a minimum of seven days. If the seven-day period ends on a weekend or holiday, then the Soldier will continue to reside in alternate billeting until the first duty day.

_____ 4. Contact the victim of the domestic violence named in EPO to ascertain the facts and identify any immediate safety concerns.

_____ 5. Make contact with the Family Advocacy Victim Advocate Program who will work in close coordination with the command as well as on/off post agencies to ensure that safety measures are in place for providing advocacy assistance and support to victims of domestic violence. Victim participation in the program is voluntary.

_____ 6. Consult with trial counsel and, if warranted, withdraw the Soldier's pass privileges for a minimum of seven days.

_____ 7. Order the Soldier to remain in the battalion area, unless escorted by a member of the chain of command in the grade of E-6 or higher, for a minimum of seven days. Coordinate with assigned trial counsel and give the Soldier a written "no contact" order. Should the EPO become a Domestic Violence Order (DVO), re-issue a written "no contact" order for the duration of the DVO.

_____ 8. Order the Soldier to immediately turn in all privately owned firearms to the unit's arms room. Send a Non-Commissioned Officer in the grade of E-6 or higher to the Soldier's home to retrieve any firearms. Order the Soldier to have no contact with firearms unless in the course of normal duty.

Encl 2

_____ 9. If it is believed that a Soldier is suicidal or homicidal, he/she must be emergently referred for a psychiatric evaluation at the divisional or corps mental health unit serving the Soldier's unit. During non-duty hours, take the Soldier to the Emergency Room of the serving Medical Treatment Facility. Soldier must be advised of certain rights before being command referred for a mental health evaluation. Consult with trial counsel prior to referral.

_____10. Reassess the situation at the end of the seven-day period and determine if the above restrictions should be modified, continued, or cancelled. Regardless of what decision the commander makes, the Soldier must be counseled concerning his/her obligation to continue to comply with the terms of the EPO.

_____11. Ensure the rights of the victim and offender are respected and observed.

_____12. Make immediate contact with or receive contact from the Family Advocacy Victim Advocate Program for cases identified as "high risk" by Department Social Work staff. Utilize the command intervention process to ensure safety and support for military couples experiencing domestic violence.

_____ 13. Address cases of domestic violence where victims are identified as intimate partners.

_____ 14. Take any other additional measure the commander deems necessary to prevent further incidents or Family abuse, injury, or death. Indicate below what other measures, if any, were taken.

Other Measures (if applicable):

_____

_____

_____

_____

_____	_____
NAME OF SOLDIER/RANK	COMMANDER
_____	_____
SSN:	UNIT:

FORWARDED TO TRIAL COUNSEL ON: _____

Encl 2

appropriate cases. Commanders should consult with the Staff Judge Advocate (SJA) when considering administrative and disciplinary action.

(8) Commanders will ensure that junior leaders are actively engaged in the effective management of spouse/intimate partner and child abuse; high risk Soldiers are identified and referred for appropriate services; and offender accountability is addressed.

c. Fort Hood's goal is to break the cycle of abuse by actively engaging in preventive strategies, encouraging early identification, and promoting effective treatment of abuse for Soldiers and affected Family members. The New Parent Support Program (NPSP) staff will promote the involvement/participation of parents in home visitation services. For further assistance, contact the Installation Family Advocacy Program (FAP) Manager at (254) 286-6775.

d. Actions listed within the checklists of enclosures 1 and 2 are the minimum actions required in cases of spouse and child abuse.

4. EXPIRATION. This command policy memorandum supersedes the 28 November 2012 policy memorandum and will remain in effect until superseded or rescinded.

SEAN B. MacFARLAND
LTG, U.S. Army
Commanding

2 Encls
1. Domestic Violence Checklist
2. Emergency Protection Order Checklist

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IAW FH Form 1853: A