



Texas Department of Criminal Justice Victim Services Division

Personal Safety Plan

(800) 848-4284
victim.svc@tdcj.texas.gov

This safety plan is a general plan for victims/survivors of offenders who are, or will be, released from the Texas Department of Criminal Justice (TDCJ), either on parole/mandatory supervision, or directly discharging their sentence. Since preparation is an important factor in creating a plan of safety, some steps can be taken by crime victims before the offender is released. Victims of all crime types can utilize this safety plan. Even though no safety plan can guarantee safety, a plan is an important tool for victims to create strategies that they feel will work in their own best interest.

If you are at risk of harm, call 911 immediately!

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While the Offender is Incarcerated

Offender Status Notifications:

- The TDCJ Victim Services Division (VSD) Integrated Victim Services System (IVSS) is a free, automated service that provides information and notification 24 hours a day, 365 days a year. IVSS allows victims and surviving family members to register to receive notifications regarding changes in offender status for offenders in TDCJ custody or under parole supervision. Notifications include, but are not limited to, when the offender goes into the parole review process, parole vote decisions, release, and warrant actions. These notifications can be received by email, text, letter, phone, or a combination thereof. All registrations through IVSS are kept completely confidential. To request offender status notifications, call the **Hotline: 800-848-4284** or register through the **IVSS Portal: <https://ivss.tdcj.texas.gov>**
- The public IVSS Portal provides an offender search with limited offender status information, the Texas Victim Resource Directory, a Links Library, and informative publications. You may create an IVSS portal account to access your recent notifications and saved resources, and to update contact methods and notification preferences.

Please Note: Once registered for notifications, if any of your contact information changes, it is important to provide your updated information to the VSD through the IVSS Portal or by calling the Hotline to ensure you will continue to be notified.

Negative Mail List:

- To help prevent the offender from contacting you by letter while incarcerated, you can request to be added to his/her Negative Mail List. Please contact the VSD for additional information.

Address Confidentiality Program:

- Victims of family violence, sexual assault, human trafficking, and stalking can file for the Address Confidentiality Program, administered by the Texas Attorney General's Office.

For information about the Address Confidentiality Program go to:

<https://www.texasattorneygeneral.gov/crime-victims/services-crime-victims/address-confidentiality-program> or call **888-832-2322**.

Social Media:

- To protect your privacy and personal information, consider limiting your use of social media by **not posting** the schools you and/or your children attend, your place of employment, or photos of landmarks that may enable someone to easily locate where you live, work, go to school or frequently visit. Ask friends and family not to post anything personal about you.

Preparing for the Offender's Release from Prison

Offender Status Notifications:

- If the offender is being released on parole or mandatory supervision, you can contact the VSD for information regarding the offender's projected release date, the telephone number of the district parole office, county of residence, and the conditions of release imposed by the Board of Pardons and Paroles (Board).
- If the offender completes their sentence and is released from prison, you can be notified of the release date. The VSD staff are available to discuss release procedures with you.

Consideration for Offender Release:

- When the Board is considering the offender for release, you may protest the offender's release by submitting protest material to the VSD. Victims who

meet the criteria as defined by the Texas Government Code Section 508.117¹ may speak to the Board prior to their decision. You may request conditions be imposed on the offender's parole or mandatory supervision. Conditions may include that the offender be placed on an electronic monitor or be prohibited from entering your county of residence. Imposition of these conditions is at the discretion of the Board.

- If approved for release to parole or to mandatory supervision, the Board will automatically impose a condition of release requiring that the offender not intentionally or knowingly communicate directly or indirectly with a victim of the offense.

Please Note: In the event the offender attempts to contact you, you can report the violation to the supervising parole officer or local police. If at any point you feel you are in danger, call 911.

Request a Photo of the Offender:

- You may request a current photo of the offender from the VSD. Provide this photo to your family members, employer, neighbors, local law enforcement and your child's school.

Informational Report:

- You can request to make an informational report about the offender's release to your local law enforcement agency. For non-emergency reports, call **311** or the non-emergency number to your police

¹ "Victim" means a person who is a victim of sexual assault, kidnapping, aggravated robbery, or felony stalking, or has suffered bodily injury or death as the result of the criminal conduct.

"Close relative of a deceased victim" means a person who was the spouse of the victim at the time of the victim's death, a parent of the deceased victim, an adult brother, sister, or child of the deceased victim, or the nearest relative of the deceased victim by consanguinity, if the persons described above are deceased or are incapacitated due to physical or mental illness.

"Guardian of a victim" means a person who is the legal guardian of a victim, whether or not the legal relationship between the guardian and the victim exists because of the age of the victim or the physical or mental incompetency of the victim.

department. *Please note that not all law enforcement agencies will collect informational reports.* It is important to include the fact that you are the victim of the offender, the offender's name, the projected release date, and whether the offender and/or his/her family or friends have threatened you in the past.

Protective Orders:

- If you had or have a protective order against the offender (Respondent) and it expired while he/she was imprisoned or confined, or your protective order was set to expire before the first anniversary of the date the offender is released from confinement or imprisonment, your protective order will be extended.
 - If the offender was sentenced to confinement or imprisonment for **more** than five years, the protective order will be extended for one year from the offender's date of release.
 - If the offender was sentenced to confinement or imprisonment for five years or **less**, the protective order will be extended for two years from the offender's date of release.
- To activate this extension, or if you have questions regarding the extension of a protective order, please contact the court that issued the protective order. There are also advocacy organizations that offer assistance free of charge, including the Texas Advocacy Project, **800-374-HOPE (4673)**, and the Texas Legal Services Center, **844-303-SAFE (7233)**.

Please Note: If you have a protective order, it is important to always keep a copy with you. In the event the offender violates it, you will have a copy readily available when you make your report to law enforcement.

After the Offender is Released

Once the Offender is Released from Prison:

- The VSD can provide you with the offender's address and the name and contact information for the supervising parole officer. Notifications regarding offenders under parole supervision include, but are not limited to, warrant actions, when the offender transfers parole offices, and end of the offender's supervision.

Contact the Offender's Parole Officer:

- The offender's supervising parole officer can assist you by explaining parole policies and procedures and their role in supervising the offender.
- You may also want to discuss your concerns with the supervising parole officer.

Report Any Contact with the Offender:

- If the offender contacts you, they may be in violation of their parole/mandatory supervision. Report it to the offender's supervising parole officer or police immediately. Save voice messages, correspondence, and screen shots of any texts or social media messages/posts from the offender that are directed toward you.

Closest Crisis Center:

- To identify the closest crisis center in your area, access the:
TxCVC Resource Directory
<https://ivss.tdcj.texas.gov/resource-search/>

Safety Considerations if You Must Leave Your Home:

- Identify where you would go to seek safety if you ever had to leave home.

- You may want to pack a bag of back up necessities and have it ready at a trusted friend or family member's house.

Safety Planning Tips

Below, you will find examples of some things to consider, if appropriate for you, your family, and your situation. For more safety planning information, please see the resources list on page 12.

At Home:

- If needed, create a safety plan.
- Discuss your safety plan with family, friends, and children.
- Devise a unique code word to use with your children, family, friends, and neighbors to indicate if you need the police.
- Inform neighbors and the landlord that they should call the police if they see the offender near your home.
- It is a good idea to always lock your windows and doors in your home, and ensure that only trusted persons have a spare key.
- If feasible, consider installing a home security system.
- If you use a land line, request an unlisted/unpublished number from your phone company.
- You can request your utility company to restrict access to your account and information by using a password.
- You may choose to have multiple phones accessible in the house in case of an emergency. Keep phones charged; any cell phone with or without service will call **911** if it is charged.

At Work:

- Inform someone at work of your situation. If possible, tell the security officers at work and provide them with a picture of the offender.
- If possible, have someone screen your telephone calls at work, or allow calls to go to voicemail first.
- Have someone escort you to and from your car or other mode of transportation. Use a variety of routes to come and go from home.

Children:

- Developing an age-appropriate safety plan with your children for times when you are not with them can help them know what to do in an emergency.
- Inform your children's care providers who has permission to pick up your children.
- If a protective order is in place which covers your children, provide a copy of the order to the children's school and care providers.
- Have a copy of the custody court order available to you and all care providers, including babysitters.
- Maintain recent pictures of your children.

Important Items to Keep on Hand

Identification:

- Driver's License
- Birth Certificate
- Children's Birth Certificates
- Social Security Cards

Financial:

- Money and/or credit cards
- Checking and/or savings account books

Legal Papers:

- Protective Order
- Lease, rental agreement, or house deed
- Car registration and insurance papers
- Health and life insurance papers
- Medical records for you and your children
- School records
- Work permits/Green Card/Visa
- Passport
- Divorce and custody papers
- Marriage license

Other:

- Medications
- House and car keys
- Address book
- Pictures and sentimental items
- Change of clothes for you and your children
- Other: _____

Important Telephone Numbers to Keep on Hand

Criminal Justice Contacts

Law Enforcement:

Phone:

Victim Services:

Phone:

Prosecutor's Office:

Phone:

Parole Officer:

Phone:

Supportive Friends, Neighbors & Family Members

Name: Phone:

Name: Phone:

Name: Phone:

Counselor, Doctor, etc.

Name: Phone:

Name: Phone:

Name: Phone:

Other Important Numbers

Name: TDCJ Victim Services Division Phone: (800) 848-4284

Name: Phone:

Name: Phone:

Name: Phone:

Name: Phone:

Name: Phone:

Name: Phone:

Name: Phone:

Name: Phone:

Resources

Non-Profit Agencies that Assist with Protective Orders and/or Extending Protective Orders

Texas Legal Services Center

844-303-7233

<https://www.tlsc.org/crimevictims>

Texas Advocacy Project

800-374-4673

<https://www.texasadvocacyproject.org>

Relocation, Counseling & Address Confidentiality

Office of the Attorney General

Crime Victims' Compensation

PO Box 12198, Austin, 78711-2198

Website: <https://www.texasattorneygeneral.gov>

- Relocation and Counseling: 800-983-9933
- Address Confidentiality Program: 888-832-2322

Technology Protection

Technology & Social Media Safety:

<https://www.thehotline.org/help/tech-social-media-safety/>

Technology Safety & Privacy:

<https://www.techsafety.org/onlineprivacyandsafetytips>

Stay Safe Online:

<https://staysafeonline.org/stay-safe-online/>

Resources for Emotional Support & Self-Care

2-1-1 TEXAS : Texas Health and Human Services Commission that connects Texas citizens with resources in your local community, such as finding crisis counseling, food, housing, childcare and other services.

- Call: **2-1-1** or **877-541-7905**
- Website: <https://www.211texas.org/>

ReachOut.com:

<https://schools.au.reachout.com/articles/developing-a-self-care-plan>

Self-Care Resource Center:

<https://www.apa.org/helpcenter/self-care>

National Organization of Parents of Murdered Children:

www.pomc.com

The Compassionate Friends:

www.compassionatefriends.org

Domestic Violence Safety Planning

National Domestic Violence Hotline:

<https://www.thehotline.org/create-a-safety-plan/>

Texas Advocacy Project:

<https://www.texasadvocacyproject.org/free-legal-services/safety-plans>

Lone Star Legal Aid:

<https://lonestarlegal.blog/2019/10/23/domestic-violence-safety-planning-why-you-should-have-a-safety-plan/>

Sexual Assault Safety Planning

RAINN: <https://www.rainn.org/articles/safety-planning>

Domestic Abuse & Sexual Assault Intervention:

<http://www.dasi.org/safety-planning.php>

Safety Planning Around Sexual Abuse:

<https://www.thehotline.org/resources/safety-planning-around-sexual-abuse/>

Family Safety Planning:

<https://www.parentsprotect.co.uk/create-a-family-safety-plan.htm>

Stalking Safety Planning

Family Justice Center Alliance:

<https://www.familyjusticecenter.org/stalking-safety-planning/>

Talking Safety Planning:

<https://www.thehotline.org/2019/01/25/stalking-safety-planning/>

Stalking Resource Center:

<https://victimsofcrime.org/stalking-resource-center/>

Human Trafficking Safety Planning

National Human Trafficking Hotline:

<https://humantraffickinghotline.org/faqs/safety-planning-information>

National Human Trafficking Resource Center:

<https://humantraffickinghotline.org/sites/default/files/Safety%20Planning%20At%20A%20Glance.pdf>

Texas LawHelp.org:

<https://texaslawhelp.org/article/safety-planning-human-trafficking-victims>

Additional Resources

Texas Crime Victims' Rights:

https://www.tdcj.texas.gov/documents/Texas_Crime_Victim_Rights_English.pdf

Texas Victim Resource Directory:

<https://ivss.tdcj.texas.gov/resource-search/>

Victim Connect Resource Center:

<https://victimconnect.org/>

Texas Association Against Sexual Assault:

<http://taasa.org>

Texas Council on Family Violence: <http://tcfv.org>

Directory of Crime Victim Services:

<http://ovc.ncjrs.gov/findvictimservices>



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