

Disability Organization Information Collection Guide-Agency Observation

Instructions: Refer to the answers you collected when completing the Observation Guide. Record your answers under the Yes/No columns, checking the appropriate box.

Informational Environment

Questions to Answer	Check if "Yes"	Indicator
Does your agency display informational posters addressing domestic and sexual violence?	<input type="checkbox"/> Check if	4.1A
Does your agency have safe space/safe person signage displayed in staff member's offices/agency work areas to indicate a safe environment for individuals to disclose domestic and/or sexual violence?	<input type="checkbox"/> Check if	4.1B
Does the agency broadcast safe space/safe person audio or electronic information within the agency for service recipients who have low vision or are blind?	<input type="checkbox"/> Check if	4.1C

Communication Environment

Questions to Answer	Check if "Yes"	Indicator
Does your agency have a communication board that has pictures/words that allow service recipients to disclose domestic violence?	<input type="checkbox"/> Check if	4.3A
Does your agency have a communication board that has pictures/words that allow service recipients to disclose sexual violence?	<input type="checkbox"/> Check if	4.3B
Does your agency have a communication board that has pictures/words that allow service recipients to report the violence to police?	<input type="checkbox"/> Check if	4.3C
Does your agency have a communication board that has pictures/words that allow service recipients to request resources?	<input type="checkbox"/> Check if	4.3D

Physical Environment

Questions to Answer	Check if "Yes"	Indicator
Does your agency have at least one designated space for disclosures/discussions of domestic and/or sexual violence that is not used solely for that purpose, so that a person entering the room is not identified as a victim?	<input type="checkbox"/> Check if	4.2A
Does your agency have at least one dedicated space for disclosures/discussions of domestic and/or sexual violence that is private by sight, so that others cannot see who is in the room?	<input type="checkbox"/> Check if	4.2B
Does your agency have at least one dedicated space for disclosures/discussions of domestic and/or sexual violence that is private by sound, so that others cannot hear what is being said in the room?	<input type="checkbox"/> Check if	4.2C
Does your agency have at least one dedicated space for disclosures/discussions of domestic and/or sexual violence that includes measures of comfort such as tissues, blankets, pillows, soft lighting?	<input type="checkbox"/> Check if	4.2D