

Southwest Oklahoma Community Action Group, Inc.

SAFE HAVEN

900 S. Carver Rd., Altus, Ok 73522

580-482-3800

*Memorandum of Understanding
Cooperative Service Agreement
FY 2024-2025*

This Memorandum of Understanding is entered into between **Southwest Oklahoma Community Action Group, Inc. Safe Haven** and Mangum Regional Medical for the **2024/25 STOP Violence Against Women Act Grant**. The purpose of this understanding is to set forth the agreements of operations for services to victims of domestic violence, sexual violence, and stalking in Jackson, Harmon, Greer, Tillman, and Kiowa counties.

Safe Haven shall:

1. Have a victim advocate available 24 hours per day, 365 days per year as needed to assist victims with emotional, physical, and psychological recovery needs. Support victims through the court process to obtain an emergency and/or permanent protective order.
2. For rape victims, be available to assist with the completion of a rape kit or use as evidence in prosecutorial circumstances. The advocates will explain to the victims the steps necessary to complete the exam and to prepare them for the process. The advocate will provide clothing, toiletries and information as needed. The advocate will respond within 30 minutes of the call from JCMH.
3. Make transportation available from hospitals, police departments, investigators offices, and other places to Safe Haven, if needed or desired by the victim.
4. Assist victims with obtaining appropriate identification documents, such as a birth certificate, driver's license (or state identification), and social security card.
5. Share information freely with the team only with written permission through the "release of confidential information" form properly signed by the victim with informed consent, for providing the most comprehensive services to victims, encompassing conflicting information, evidence, and resources.

Mangum Regional Medical shall:

1. Request an advocate for each case from Safe Haven providing the victim agrees. This is to support the long-term emotional stability of the victim.
2. Share information freely with Safe Haven only with the written permission through the "release of information" form for purposes of providing the most comprehensive services to victims, encompassing conflicting information, evidence, resources, etc.
3. Never disclose the location of the Safe Haven shelter.

By signing the MOU, the parties agree to uphold the terms of MOU. Any party may amend their roles and responsibilities of the MOU by the written request and mutual approval. Any party may terminate their participation in the MOU with two weeks written notice, MOU will be reviewed annually.

Ingrid Gifford, Executive Director
Southwest Oklahoma Community Action. Inc.

Lexie Turner, Program Director
Safe Haven

Agency Representative