



# DUTCHESS COUNTY

## Task Force against Human Trafficking

### Resource Guide



Map of  
**DUTCHESS COUNTY**  
New York

## Introduction

This Protocol, Resource & Referral document aims to guide a collaborative, trauma informed response to identifying and responding to cases of suspected human trafficking in Dutchess County. This Guide is intended for use by service providers, law enforcement and attorneys.

## Taskforce Mission Statement

The Mission of the Dutchess County Task Force against Human Trafficking is to prevent human trafficking by working collaboratively to raise knowledge and awareness in our county, to identify potential victims, and to ensure comprehensive trauma responsive services.

## Acknowledgements

Thank you to the members of the Dutchess County Taskforce Against Human Trafficking for their dedication to combatting human trafficking and for their investment of time and resources which have made the resource & referral guide possible.

A special thank you to and in memory of our colleague  
Peter Menconeri.

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# Dutchess County Taskforce Against Human Trafficking

## Taskforce Member Organizations

Anchor of Hope  
Arms Acres  
Astor Services for Children and Families  
The Council on Addiction Prevention & Education of Dutchess County  
Catholic Charities Community Services of Dutchess County  
Center for the Prevention of Child Abuse  
Children's Home of Poughkeepsie  
City of Poughkeepsie Police  
Dutchess County Department of Behavioral and Community Health  
Dutchess County Department of Community and Family Services  
Dutchess County Office of Probation and Community Corrections  
Dutchess County District Attorney's Office  
The County Attorney's Office  
Dutchess County Sheriff  
Family Services' Center for Victim Safety & Support  
Grace Smith House, Inc.  
Give Way to Freedom  
Hudson River Housing, Inc: River Haven Adolescent Shelter Services  
Lexington Center for Recovery, Inc- CORE  
The Underground- Vassar College  
Worker Justice Center of New York

**Steering Committee Chair:** David Garcia, Coordinator of the Dutchess County Task Force against Human Trafficking, Dutchess County Department of Community and Family Services

**Enhancing Prosecution Sub-Committee Chair:** Joelle Morabito-Cruz, Senior Assistant District Attorney, Special Victims Unit, Dutchess County District Attorney

**Services Sub-Committee Chair:** David Garcia, Coordinator of the Dutchess County Task Force against Human Trafficking, Dutchess County Department of Community and Family Services

**Training Sub-Committee Chair:** Courtney Albert, LMHC, Founder & President, Give Way to Freedom

## Quick Response Framework & Resource Reference Guide

1. Client displays indicators of human trafficking
2. Speak with the client alone, if possible, and utilize an interpreter if needed
3. Using a trauma informed approach, assess for safety concerns and screen for trafficking
4. If a potential victim is in danger and/or needs immediate medical help, contact **911**
5. If you suspect human trafficking and/or would like to seek help for a potential victim, contact  
**Family Services Center for Victim Safety & Support -24 Hour Crime Victims Hotline: 845-452-7272**
6. To make a report of suspected child abuse call:  
**24- Hour Child Abuse Hotline: 1-800-342-3720**  
**Mandated line 1-800-635-1522**  
**Contact Dutchess County's Human Trafficking Coordinator: 845-249-4878**
7. If a potential victim needs emergency mental health services, contact the Department of Behavioral and Community Health  
**Helpline, Stabilization Center & Mobile Crisis: 845-485-9700**
8. If a potential victim(s) would like to speak with Law Enforcement, contact  
**Dutchess County Sheriff: 845-486-3800**
9. Complete the Dutchess County Human Trafficking Tracking Form

## Quick Response Framework & Resource Reference Guide

Please utilize the following resources to assist with screening and providing services for potential victims of human trafficking

<b>Hotline Numbers</b>	
<p>Dutchess County Human Trafficking Hotline uses the Family Services Crime Victims &amp; Rape Crisis Hotline <b>845-452-7272</b></p> <p>DC Sheriff's Tip Line: 845-605-2583</p>	<p>The National Human Trafficking Resource Center Hotline 1-888-3737-888 Text BEFREE (9233733)</p>
<b>Acute/Immediate Resources</b>	
<p><b><i>Shelter, Advocacy &amp; Support</i></b></p> <p><b>Youth</b></p> <p><u>River Haven Youth Shelter</u>                      845-454-3600</p> <p><u>Human Trafficking Coordinator</u>            845-249-4878</p> <p><b>Adults</b></p> <p><u>Family Services' Center for Victim Safety &amp; Support</u> 845-452-7272</p> <p><u>Grace Smith House</u>                              845-471-3033</p> <p><u>My Sister's Place</u> (all genders) 1-800-298-7233</p>	<p><b><i>Health/Medical Services</i></b></p> <p><b>Emergency Mental Health Services</b> <u>Department of Behavioral and Community Health</u> Helpline, Stabilization Center &amp; Mobile Crisis 24-hour hotline                      845-485-9700</p> <p><b>Emergency Medical Services 911</b> <u>Mid-Hudson Regional Hospital</u> <u>Northern Dutchess Hospital</u> <u>Vassar Brothers Medical Center</u></p>
<p><b><i>Case Consultation, Advocacy, and/or Immigration Services</i></b></p> <p><u>Give Way to Freedom</u>                      914-466-8609</p> <p><u>Worker Justice Center of New York</u> 1-800-905-9644 845-331-6615</p>	<p><b><i>Inpatient/Detox Substance Abuse</i></b></p> <p><u>Arms Acres</u>                                      1-888-227-4641</p> <p><u>Turning Point</u>                                  845-483-5511</p> <p><u>Mid- Hudson Addiction Recovery Center (MARC)</u> Crisis Center                              845- 471-0310</p>
<b>Short &amp; Long-Term Services</b>	
See Full Services Directory starting on page 13	

## IDENTIFICATION

### IS THIS A POTENTIAL CASE OF HUMAN TRAFFICKING?

1. Client displays indicators of human trafficking
2. Speak with the client alone, if possible, and utilize an interpreter if needed
3. Using a trauma informed approach, assess for safety concerns and screen for trafficking

#### **A. Tips for Identifying Potentially Trafficked Persons**

The locations and settings, where trafficking occurs, may not always appear suspicious. It is important to remember that the key indicators of this crime may not be in the setting itself, but in the conditions and circumstances of the labor involved.

Keep in mind:

- A victim may not see themselves as a “victim” when first identified.
- The victim may have a long-standing relationship with their trafficker  
(parent, family member, boyfriend)
- From what they’ve been told by their traffickers, victims may be fearful and distrustful of all law enforcement.

#### INDICATORS OF HUMAN TRAFFICKING

***WHILE IT IS NOT POSSIBLE TO DETERMINE A SITUATION OF HUMAN TRAFFICKING BASED UPON ANY SINGLE INDICATOR, IF ANY OF THESE INDICATORS ARE PRESENT, FURTHER INQUIRY SHOULD BE MADE TO DETERMINE A SITUATION OF HUMAN TRAFFICKING.***

- A person with unexplained physical injury or abuse (look for bruises, black eyes, cuts, marks).
- A person whose movement and activities appear to be closely controlled or monitored by another.
- A person who works excessive hours but receives little or no compensation.
- A person who works excessive hours and is fearful of discussing working conditions or is unaware that certain unsafe conditions are unlawful.

- A person who has little or no idea where they are geographically located and is always transported to and from the work-site.
- An able-bodied person who apparently never leaves home unless escorted by the homeowner.
- A person who is fearful of discussing their relationship to a person who appears to have physical control over them.
- Hyper-vigilant or paranoid behavior.
- An adult engaging in commercial sexual activities
- Groups of workers transported in and out of labor locations covertly and under controlled conditions.
- A foreign national adult or minor who is not in possession of identifying documents he or she claims to own and declares that someone else holds the identifying documents.
- A minor engaged and/or used in commercial sexual activities.
- Runaway or homeless youth exploited through “survival sex.”
- Evidence of controlling or dominating relationships.
- Provision of expensive clothing, jewelry, or a cell phone by a boyfriend or significant other.
- Not in control of their own money.
- Use of lingo or slang from “the life” among peers, or referring to a boyfriend as “Daddy”.
- Actively protect the trafficker.

Other crimes that law enforcement may respond to or investigate where they may encounter human trafficking include the following:

- Adult and child pornography.
- Arms trafficking (as “expendable” carriers).
- Criminal street gang activities.
- Domestic violence.
- Drug trafficking (as human “vessels”).
- Kidnapping.
- Money laundering.
- Organized crime.
- Petty theft.
- Sexual assault.
- Traffic violations.
- Workplace violations.

*Adapted from OVC (2011): <https://www.ovcttac.gov/TaskForceGuide/euide/>*



## **B. Tips for Assessing Potentially Trafficked Persons**

### **Questions to Ask Potential Victims**

Assuming you could speak with a potential victim privately and without jeopardizing the victim's safety because the trafficker is watching, here are some sample questions to ask to follow up on the red flags/indicators you became alert to:

- Can you leave your job if you want to?
- Can you come and go as you please?
- Have you been hurt or threatened if you tried to leave?
- Has your family been threatened?
- Do you live with your employer?
- Where do you sleep and eat?
- Are you in debt to your employer?
- Do you have your passport/identification? Who has it?
- Were you forced or tricked into leaving your home/place of residence? By whom?
- Were you recruited? What were you promised?
- Are you paid? Are you able to keep the money you make?
- Are you attending school? If no, why not?
- Can you leave voluntarily? If you tried, what would happen?
- Has anyone made threats to your family or friends?
- What were the actual working conditions once you started?
- Did someone else organize or force your migration/travel?
- Does someone else have your documents such as passport or other identification

\*\* Utilize the OCFS Rapid Screening Tools to help you assess potential minor victims

## **C. Tips for Initial Interviews of Potentially Trafficked Persons**

The following tips are adapted from the World Health Organization (WHO) guiding principles to the ethical and safe conduct of interviews with trafficked persons:

1. **DO NO HARM:**  
Treat each potential victim and the situation as if the potential for harm is extreme until there is evidence to the contrary. Do not undertake any interview that will make a potential victim's situation worse in the short term or longer term.
2. **KNOW YOUR SUBJECT AND ASSESS THE RISKS:**  
Learn the risks associated with trafficking and each potential victim's case before undertaking an interview.

3. PREPARE REFERRAL INFORMATION:  
Be prepared to provide information in a potential victim's native language and the local language (if different) about appropriate legal, health, shelter, social support and security services, and to help with referral, if requested.
4. ADEQUATELY SELECT AND PREPARE INTERPRETERS, AND CO-WORKERS: Weigh the risks and benefits associated with employing interpreters, co-workers or others, and develop adequate methods for screening and training.
5. ENSURE ANONYMITY AND CONFIDENTIALITY:  
Protect a potential victim's identity and confidentiality throughout the entire interview process—from the moment he or she is contacted through the time that the details of his or her case are made public.
6. GET INFORMED CONSENT:  
Make certain that each potential victim clearly understands the content and purpose of the interview, the intended use of the information, his or her right not to answer questions, his or her right to terminate the interview at any time, and his or her right to put restrictions on how the information is used.
7. LISTEN TO AND RESPECT EACH INDIVIDUAL'S ASSESSMENT OF HIS OR HER SITUATION AND RISKS TO HIS OR HER SAFETY:  
Recognize that each potential victim will have different concerns, and that the way he or she views those concerns may be different from how others might assess them.
8. DO NOT RE-TRAUMATIZE A POTENTIAL VICTIM:  
Do not ask questions intended to provoke an emotionally charged response. Be prepared to respond to a potential victim's distress and highlight his or her strengths.
9. BE PREPARED FOR EMERGENCY INTERVENTION:  
Be prepared to respond if a potential victim says he or she is in imminent danger.
10. PUT INFORMATION COLLECTED TO GOOD USE:  
Use information in a way that benefits the potential victim him or herself or that advances the development of good policies and interventions for trafficked persons generally.

## SERVICE PROVIDER RESPONSE

*Note the following considerations when responding to a potential/suspected case of human trafficking:*

1. If a potential victim is in danger and/or needs immediate medical help, contact **911**
2. If you suspect human trafficking and/or would like to seek help for a potential victim, contact  
**Family Services Center for Victim Safety & Support -24 Hour Crime Victims Hotline: 845-452-7272**
3. If a potential victim is **under the age of 18 (or suspected to be under 18)**,  
**24- Hour Child Abuse Hotline: 1-800-342-3720**  
**Mandated line 1-800-635-1522**

**Contact Dutchess County's Human Trafficking Coordinator: 845-249-4878**

To refer a potential child victim - Follow the Dutchess County Children's Services Human Trafficking Program referral procedure (see appendix B)

4. If a potential victim needs emergency mental health services, contact the Department of Behavioral and Community Health  
**24-Hour Helpline, Stabilization Center & Mobile Crisis: 845-485-9700**
5. If a potential victim(s) would like help from Law Enforcement, contact  
**Dutchess County Sheriff: 845-486-3800**
6. Complete the Dutchess County Human Trafficking Tracking Form (see appendix B)
7. If the potential victim (s) and/or guardian gives consent, complete the OTDA Human Trafficking Referral Form, For the OTDA form, see appendix B)
8. If the potential victim(s) does not want services at this time, offer the hotline number, awareness materials (if you have them), and let them know what is available if they change their minds.

## SERVICE PROVIDER RESPONSE

*Note the following considerations when responding to a potential/suspected case of human trafficking:*

### **Confidentiality**

Each agency has its own confidentiality policies regarding sharing of victim/survivor/client/case information. For instance, law enforcement may restrict information from certain partner agencies to avoid compromising an ongoing investigation. Likewise, many social service providers are restricted by law from disclosing any personally-identifying information or individual information collected relating to services requested, utilized, or denied through its programs without the informed, written, reasonably timed limited consent of the person about whom information is sought. While, to the extent feasible, information will be coordinated amongst Task Force member agencies to achieve the overall goals of the Task Force, Task Force members must be mindful of each agency's protocols and requirements around confidentiality.

### **Translation/Interpretation**

The following recommendations for enlisting translators/interpreters have been adapted from the World Health Organization (WHO):

- Make every effort to work with an interpreter or individual from a local organization familiar with working with individuals who have experienced violence and/or trauma, and an individual that is not from the potential victim's home community.
- Ask the potential victim privately if he or she has a trusted friend or colleague whom he or she prefers to assist during the interview. Be sure that the selected individual understands the purpose of the interview and freely consents to assist.
- Do not accept unknown volunteer interpreters, as they may be involved in the trafficking situation, or may have something to gain by participating in the interview.
- If available, "cultural mediators" or those who can bridge the gap between the backgrounds of the interviewer and the potential victim may be important facilitators for complex discussions.
- Assess the situation. For the variety of reasons listed above, at times it may be better not to conduct an interview if it can only be done with an interpreter or an individual that cannot be trusted.
- Do not employ an interpreter or individual who may appear judgmental, shocked or offended by the information that the potential victim reveals. Interpreters should be fully briefed about the subject of trafficking and the range of physical, sexual and emotional abuses that often accompanies it.
- Schedule time for debriefing sessions with interpreters who may be upset or adversely affected by an interview.

## **A Victim-Centered Law Enforcement Approach for the Investigation of Potential Human Trafficking Cases**

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A victim-centered approach to combat human trafficking places equal value on the identification and stabilization of victims, as well as the investigation and prosecution of traffickers. A victim-centered approach to investigation and prosecution is essential to accomplishing our law enforcement mission. Victims who can tell their story and testify as a witness are key to successful human trafficking investigations and prosecutions.

When encountering a potential victim, it is important to remember that victims may not be comfortable coming forward and working with law enforcement. They need help to feel stable, safe and secure. Trafficking victims may:

- ✓ Fear law enforcement
- ✓ Not identify themselves as a victim
- ✓ Not tell a complete story, or use rehearsed responses
- ✓ Identify with the trafficker

It is crucial to understand that these behaviors are indicative of the level of control traffickers exert over victims, and that victims need support and understanding to help make the case investigation—and subsequent prosecution of the perpetrator—a success.

When law enforcement encounters a potential victim of trafficking, during their duties, it is critical that they begin to develop rapport and establish trust by:

- ✓ Immediately connecting the victim to a victim specialist who can connect them to support services emphasizing that assistance is available regardless of the outcome of the investigation and prosecution
- ✓ Taking time to explain who they are, answer questions they might have, and acknowledge and address their fears
- ✓ Being sensitive to cultural differences and language barriers and using an interpreter when needed
- ✓ Conducting interviews in a neutral location, only after the victim's needs have been assessed and any urgent needs have been met.

## Services Directory

### Non-Government Agencies

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#### **Arms Acres**

75 Seminary Hill Road Carmel, New York 10512 845-225-3400 Toll Free: 800-CARING1

Website: [www.armsacres.com](http://www.armsacres.com)

Services: Arms Acres provides inpatient and outpatient services to those suffering from alcohol and/or substance abuse issues. Arms Acre's has several programs:

- Inpatient Detox
- Adult Rehabilitation
- Adolescent Program: inpatient and outpatient treatment to substance abusing adolescents
- Outpatient Program

Area(s) served: Dutchess & surrounding counties

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#### **Astor Services for Children & Families**

6339 Mill Street, Rhinebeck, NY 12572 845-871-1000

Website: [www.astorservices.org](http://www.astorservices.org)

Services: Astor Services for Children & Families provides children's mental health services and early childhood development programs to children and families:

- Counseling Services
- Adolescent Partial Hospitalization
- Home Based Crisis Intervention
- Day Treatment and School Based programs
- Home Based Support and Prevention Services
- ECCSI (helping families of children 0-18 improve overall family functioning and coordinate services)
- Family Court Evaluation Services
- Family Therapy Support Services
- Therapeutic Foster Boarding
- Health Homes
- Bridges to Health
- Mobile Crisis
- Residential Treatment programs
- Early Childhood programs (head start/early head start, maternity and early child outreach)

Area(s) served: Mid-Hudson Valley region and the Bronx.

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**Catholic Charities Community Services of Dutchess County**

218 Church Street Poughkeepsie, NY 12601 845-452-1400

Website: [www.catholiccharities-dutchesscounty.org](http://www.catholiccharities-dutchesscounty.org)

Services: Catholic Charities welcomes Dutchess County's immigrants and helps them become full participants in American society. The Immigration legal team provides expert guidance in reuniting them with their families, obtaining work authorization, green card assistance, preparing individuals for citizenship exams and protecting people from exploitation.

Areas Served: Dutchess County

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**The Center for the Prevention of Child Abuse**

35 Van Wagner Road Poughkeepsie, NY 12603 845- 452-0595

Website: [www.thecpca.com](http://www.thecpca.com)

Services: Provides educational programs, community outreach, and services to minimize and end the cycle of abuse and neglect

- Parenting programs for men, women, teens and Special Needs
- Personal Safety Program, Community Education and Mandated Reporter Training
- Child Advocacy Center

Area(s) served: Dutchess County

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**Counsel on Addiction, Prevention and Education (CAPE)**

807 Route 52-Room 28, Fishkill, NY 12524 845-765-8301

Website: [www.capedc.org](http://www.capedc.org)

Services: CAPE is certified by the New York State Office of Alcoholism and Substance Abuse Services to provide prevention counseling and education to businesses, community organizations, schools and agencies. Those services are:

- School-based contracted Student Assistance Services (an EAP model)
- Community-based education
- Community-based coalition work surrounding risk and protective factors for youth
- Assessment, Information and Referral
- Teen Intervene
- Community and hospital-based recovery services serving Dutchess and Putnam Counties
- The Marathon Project: a distance running program for at risk youth in Dutchess and Orange Counties. Young people are paired with adult mentors and together learn to prepare to run a half or full marathon culminating in the Hartford ING race.

Area(s) served: Dutchess, Orange and Putnam Counties and NW CT

### **The Children's Home of Poughkeepsie**

10 Children's Way Poughkeepsie, NY 12601 845-452-1420

Website: [www.childrenshome.us](http://www.childrenshome.us)

Services: Special placement for adolescent girls and transgender youth, within foster care, who are survivors of or are at risk of Commercial Sexual Exploitation, Domestic Trafficking or who have a history of complex sexual trauma. Services are trauma responsive and strength based. Clinical Services provided include independent living skills, facilitation of visitation with family and community resources, therapeutic recreational activities, and connection to community resources. Shelter available for trafficked and exploited youth/adolescents.

Area(s) served: Dutchess County and additional counties within the Hudson Valley and throughout New York State.

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### **Family Services Center for Victim Safety & Support**

29 North Hamilton Street Poughkeepsie, NY 12601 24 Hour: Crime Victims & Rape Crisis 845-452-7272

Website: [www.familyservicesny.org](http://www.familyservicesny.org)

Services: The Family Services' Center for Victim Safety and Support (CVSS) provides 24-hour non-residential, comprehensive services to victims of domestic violence, sexual assault, and other crimes. We provide advocacy, counseling, 24-hour hot lines, help in obtaining shelter and assistance in filing for compensation with NYS Office of Victim Services. We serve people of all racial/cultural backgrounds, sexual orientations, gender identities, abilities, citizenship status and ages. Services are also available in Spanish.

Area(s) served: Dutchess County

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### **Give Way to Freedom**

914-466-8609

Website: [www.givewaytofreedom.org](http://www.givewaytofreedom.org)

Services: GWTF provides case consultation, training and outreach to victim service providers, law enforcement, the medical and legal communities, secondary schools, universities and colleges. Outpatient mental health counseling, specializing in trauma, can be provided to survivors of all forms of trafficking.

GWTF serves victims/survivors of all forms of human trafficking.

Area(s) served: Dutchess County and surrounding counties

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**Grace Smith House**

1 Brookside Ave. Poughkeepsie, NY 12601 24 Hour Hotline: 845-471-3033

Non-residential Services: 845-452-7155

Website: [www.gracesmithhouse.org](http://www.gracesmithhouse.org)

Services 24-hour emergency shelter available to Human Trafficking victims who are also domestic violence victims. Services include crisis hotline, shelter, counseling, advocacy, information & referral. Services for children available.

Area(s) served: Dutchess County

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**House of Hope**

PO Box 1326, Wappingers Falls, NY 12590 845-765-0293 24 Hour Hotline: 845-765-0294

Website: [www.hudsonvalleyhouseofhope.org](http://www.hudsonvalleyhouseofhope.org)

Services: 14 bed residential shelter, which provides 24-hour emergency shelter, crisis intervention and counseling services for victims of domestic violence and their children.

Area(s) served: Dutchess County

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**Hudson River Housing: River Haven Youth Shelter**

99 Thompson Street Poughkeepsie, NY 12601 845-454-3600

Website: [www.Hudsonriverhousing.org](http://www.Hudsonriverhousing.org)

Services: Emergency housing and support services for runaway and homeless youth and young people who can otherwise benefit from short-term/respite housing.

- Immediate temporary emergency voluntary safe housing, food clothing and basic needs to age 18 years.
- Assessment of needs, service planning and informal counseling, family conferencing, referrals for long term outpatient counseling.
- Care management assistance and connection to services
- Access to groups workshops on social emotional learning, work readiness, tutoring and enrichment/ recreational activities.
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Area(s) served: Dutchess County and surrounding areas

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### **Hudson Valley LGBTQ Community Center**

300 Wall Street Kingston, NY 12401 845-331-5300

Website: [www.lgbtqcenter.org](http://www.lgbtqcenter.org)

Services: Provides a safe, supportive environment, for the Hudson Valley LGBTQ community. The center offers services, professional resources, and programs that unite all members with the purpose to strengthen, support, and celebrate LGBTQ individuals, families, and groups. Serves lesbian, gay, bisexual, transgender, and queer/questioning community across lines of age, race, gender, and economics.

Area(s) served: Ulster & Dutchess

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### **Legal Services of the Hudson Valley**

331 Main Street, 2nd Floor, Poughkeepsie, NY 12601 845-471-0058 1-877-LSHV LAW

Website: [www.lshv.org](http://www.lshv.org)

Services: A full array of legal services to low-income individuals and families: Protecting individuals from domestic violence; Defending seniors against abuse; Serving veterans on the home front; Supporting the rights of the disabled; Ensuring that LGBTQ individuals are free from discrimination; Promoting children's well-being; Keeping families in their homes

Languages: English, French, German, Haitian-Creole, Hindi, Italian, Portuguese, Spanish

Area(s) Served: Westchester, Putnam, Rockland, Orange, Dutchess, Ulster and Sullivan

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### **Lexington Center for Recovery**

412 Main Street, Poughkeepsie, NY 12601 845-486-8880 x1306

Website: [www.lexingtonctr.org](http://www.lexingtonctr.org)

Services: LCR serves adolescents, adults, and families struggling with addiction, and offers a wide variety of programs and services that encourage wellness and recovery throughout all stages of change.

- Medicated Assisted Treatment: LCR provides methadone, Suboxone and Vivitrol services.
- Psychiatric care and co-occurring individual and group counseling.
- Medical assessments and monitoring, HIV/HVC testing, and medical referrals.
- The CORE program provides specialized services based on client need for persons in Dutchess County struggling with opioid misuse. Services include intensive case management, care coordination, co-occurring services, family counseling, reentry support, transportation, and specialized services for women experiencing trauma.

Area(s) served: Dutchess, Rockland and Westchester Counties

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**Mental Health America of Dutchess County**

253 Mansion St, Poughkeepsie NY 12601 845-473-2500

Website: [www.mhadutchess.org](http://www.mhadutchess.org)

- Services: MHA offers a variety of programs designed to support parents and youth:
- EMERGE - A community-based supportive program for parents with a psychiatric disability and their children.
  - Respite Services
  - Family Advocacy
  - Family Support for Youth in the Justice System – For parents whose child has been involved with the criminal justice system
  - MHA H.O.P.E. - Offers support and services to families with a child experiencing social, emotional or behavioral difficulties

Area(s) served: Dutchess County

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**United Way 2-1-1 Hudson Valley Region**

2-1-1 provides callers with referrals to and information about health and human services both in times of crisis as well as for every day needs. The 2-1-1 service is operational 24 hours a day, 7 days a week, 365 days a year.

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**Worker Justice Center of New York**

9 Main Street, Kingston, NY 12401 845-331-6615 Toll Free Number: 1-800-905-9644

Website: <http://www.wjcny.org>

Services: Outreach to low-wage workers at-risk for sex and labor trafficking to educate individuals about human trafficking and its indicators and identify victims and survivors. \* Facilitate referrals for a variety of human services to meet victims' and survivors' needs. \* Provide legal services for labor and employment claims, civil human trafficking claims and U & T visas.

Serves low-wage workers in all sectors, with emphasis on Farmworkers and immigrant workers regardless of immigration status. Serving adults, children, men and women.

Languages: English, Haitian-Creole, Italian, Korean, Russian, Spanish

Area(s) Served: Upstate New York State

## SERVICES DIRECTORY

### LOCAL GOVERNMENT AGENCIES

For additional information on County Government offices please go to [www.dutchessny.gov](http://www.dutchessny.gov)

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#### **County Attorney's Office**

22 Market Street, Poughkeepsie, NY 12601 Voice (845) 486-2110

The County Attorney's Office handles the following types of matters: prosecution of juvenile delinquents and Persons in Need of Supervision in Family Court.

Area(s) served: Dutchess County

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#### **Dutchess County Department of Behavioral & Community Health**

230 North Road Poughkeepsie, NY 12601 CALL or TEXT (845) 485-9700 • Toll Free (877) 485-9700

24-hour hotline (845) 485-9700

Services:

- Mobile Crisis Intervention and Prevention Team (MCIT)
- Stabilization Center
- Crisis counseling, support, information, and referrals
- Initiation of Trauma Team Referrals
- Access to initial appointments for: Lexington Center for Recovery, Astor Services for Children, & Hudson Valley Mental Health

Available 24/7/365 to provide the appropriate emergency assessments and linkages to ongoing services

Area(s) served: Dutchess County

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#### **Dutchess County Department of Community & Family Services**

60 Market Street Poughkeepsie, NY 12601      845-486-3000

Child Abuse Hotline      800-342-3720

Child Abuse Hotline for Mandated Sources      800-635-1522

Justice Center Hotline      855-373-2122

Youth Services Division: Youth Services staff members provide free, confidential short term supportive services for youth residing in Dutchess County ages 4 to 21 years. Direct services for youth and families to help problem solve personal, family or school difficulties; Advocacy to ensure youth rights are respected; Referrals to find additional help; Education to teach coping skills.

Area(s) served: Dutchess County

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**Dutchess County District Attorney's Office**

236 Main Street, Poughkeepsie, NY 12601      845-486-2300

Area(s) served: Dutchess County

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**Dutchess County Office of Probation and Community Corrections**

50 Market Street, Poughkeepsie, NY 12601      845-486-2600

J-RISC – Juvenile Risk Intervention Services Coordination provides Functional Family Therapy services to JD and PINS youth and families who are identified high risk by the YASI tool in the domains for family, community/peer, skills and attitudes.

## DUTCHESS COUNTY POLICE DEPARTMENTS

Contact your local department to explore additional locations and contact information

Dutchess County Sheriff's Office  
150 North Hamilton Street,  
Poughkeepsie, NY 12601  
Phone: 845-486-3800

Amenia  
122 Route 44,  
Millerton, NY 12546  
845-789-3535

Beacon City  
1 Municipal Plaza,  
Beacon, NY 12508  
845-831-4111

Clinton  
2 New Street,  
Clark Mills, NY 13321  
315-853-5244

East Fishkill  
2468 Route 52,  
Hopewell Junction, NY  
12533  
845-221-2111

Fishkill – Town  
801 Route 52,  
Fishkill, NY 12524  
845-831-7800

Fishkill – Village  
1095 Main Street,  
Fishkill, NY 12524  
845-896-7821

Hyde Park  
3 Cardinal Road,  
Hyde Park, NY 12538  
845-229-9340

Millbrook/Washington  
35 Merritt Avenue  
Millbrook, NY 12545  
845-677-7300

Millerton Village  
21 Dutchess Avenue,  
Millerton, NY 12546  
518-789-3115

Poughkeepsie – City  
62 Civic Center Plaza,  
Poughkeepsie, NY 12601  
845-451-4000

Poughkeepsie – Town  
19 Tucker Drive,  
Poughkeepsie, NY 12603  
845-485-3666

Red Hook  
7467 South Broadway,  
Red Hook, NY 12571  
845-758-0060

Rhinebeck Village  
76 East Market Street,  
Rhinebeck, NY 12572  
845-876-8181

Wappingers Falls  
2628 South Avenue,  
Wappingers Falls, NY 12590  
845-297-2211

## New York State Police

*Troop K patrols the counties of Columbia, Dutchess, Putnam, and Westchester.*

*To contact the state troopers, please call 845-677-7300.*

Dover Plains  
PO Box 425 Route 22  
Dover Plains, NY 12522

East Fishkill  
PO Box 41  
Stormville, NY 12582

Lagrangeville  
120 Stringham Road  
Lagrangeville, NY 12540

Pine Plains  
Town Hall, Route 199  
Pine Plains, NY 12567

Poughkeepsie  
2541 Route 44  
Salt Point, NY 12578

Rhinebeck  
5696 Route 9 South  
Rhinebeck, NY 12572

Stormville  
Box 96  
Stormville, NY 12582

Wappinger  
18 Middlebush Road  
Wappinger Falls, NY 12590

### **CRIME VICTIM SPECIALIST/ NEW YORK STATE**

Under an agreement with the New York State Crime Victims Board, the State Police maintain eight Crime Victims Specialist (CVS) positions in each of the upstate Troops. The Crime Victims Specialists work closely with both police and local victim service agencies to best meet the needs of the victim. They:

- Assess the specific needs for each crime victim;
- Provide crisis intervention, short-term counseling, and follow-up support;
- Assist the victim with safety planning;
- Assist the victim in applying for and obtaining compensation;
- Explain victim's rights, legal options and procedures;
- May accompany the victim throughout the criminal justice process and make home or hospital visits when necessary;
- Provide information to the victim on case status;
- Refer the victim to resources in the community, such as medical treatment, specialized counseling, emergency housing and legal services.

Troop K Headquarters/Poughkeepsie  
2541 Route 44  
Salt Point, N.Y. 12578  
(845) 677-7377

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## State Government Organizations

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### **NYS Office of Temporary & Disability Assistance**

#### **NYS Bureau of Refugee & Immigrant Assistance**

*317 Lenox Avenue New York, NY 10027*

Telephone: (212) 961-5688

Contact: Nora Cronin, Coordinator/Human Trafficking and Children's Programs

Website: [www.otda.gov](http://www.otda.gov)

### **NYS Department of Labor**

#### **Bureau of Immigrant Workers' Rights**

*75 Varick Street, 7<sup>th</sup> Floor New York, NY 10013*

Telephone: (212) 775-3665

Contact: Vilda Mayuga, Director/Bureau of Immigrant Workers' Rights  
Carmen Calderon, Immigrant Community Liaison

Website: [www.labor.ny.gov](http://www.labor.ny.gov)

### **NYS Department of Labor**

#### **Division of Labor Standards**

*120 Bloomingdale Road White Plains, NY 10605*

Telephone: (914) 997-9500

Contact: Linda Smarra, Supervisor (914) 997-9518

Website: [www.labor.ny.gov](http://www.labor.ny.gov)

### **NYS Office of the Attorney General**

*120 Broadway, New York, NY 10271*

HOTLINE: 800-771-7755

Telephone: (212) 416-8000

Telephone: (212) 416-8750 (Criminal Prosecutions Bureau)

Contact: Gail Heatherly, Bureau Chief/Criminal Prosecutions Bureau (212) 416-8011

Website: [www.ag.ny.gov](http://www.ag.ny.gov)



## Federal Government Organizations

### **Federal Bureau of Investigation (FBI)**

#### **Victim Assistance program**

*26 Federal Plaza, 23<sup>rd</sup> Floor New York, NY 10278*

Telephone: (212) 384-2564

Contact: Laura Riso, Victim Specialist

### **Federal Bureau of Investigation (FBI)**

#### **Victim Assistance Program**

*222 Bloomingdale Road, White Plains, NY 10601*

Telephone: (914) 989-6079

Contact: Bruce May, Victim Specialist

### **United States Attorney's Office**

#### **Southern District of New York**

*300 Quarropas Street White Plains, NY 10601*

Telephone: (914) 993-1900

Contact: Marcia Cohen, Assistant United States Attorney

### **United States Immigration & Customs Enforcement (ICE)**

#### **Homeland Security Investigations (HSI)**

*DOH/ICE/HIS/RAC Castle Point VA Complex, Bldg. #7 Castle Point, NY 12511*

HOTLINE: 866-DHS-2ICE

Telephone: (845) 831-1576

Contact: Sean Willman, Resident Agent in Charge (845) 831-1576  
Tenaz Dubash, ICE SAC NY Victim Witness Coordinator (646) 230-3471

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## Appendix A

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## Federal Anti-Trafficking Laws

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The Trafficking Victims Protection Act (TVPA) of 2000 was the first comprehensive federal law to address trafficking in persons. The law provides a three-pronged approach that includes prevention, protection, and prosecution. The TVPA was reauthorized through the Trafficking Victims Protection Reauthorization Act (TVPRA) of 2003, 2005, 2008 and 2013.

Under U.S. federal law, “severe forms of trafficking in persons” includes both sex trafficking and labor trafficking:

**Sex trafficking** is the recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purposes of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such an act has not attained 18 years of age (22 *USC* § 7102).

**Labor trafficking** is the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, by force, fraud, or coercion for the purposes of subjection to involuntary servitude, peonage, debt bondage, or slavery, (22 *USC* § 7102).

<https://humantraffickinghotline.org/what-human-trafficking/federal-law>

# **NYS Trafficking Victims Protection & Justice Act 2015 Effective January 19, 2016**

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## **PL 135.35 LABOR TRAFFICKING**

Updates:

1. Labor Trafficking: PL135.35 Section 3 Subdivisions (a) & (b) is now "Class D Violent Felony."
2. New Law: Removed Sub (1) use of controlled substance from PL135.35 and created new law NYS PL 135.37

## **PL 230.34 SEX TRAFFICKING (See Appendix B)**

1. Definitions:

- a. Penal Law sections made gender neutral and adding Pronoun She (He or She)
- b. "Person for Prostitution" replaces term "Prostitute"

2. Sex Trafficking: PL230.34 Section 5 Subdivisions (a) & (b) is now "Class B Violent Felony."

Promoting Prostitution Legislation (not full definition, see Appendix B).

1. NYS PL 230.25(2) Promoting Prostitution in the 3rd Degree: advances or profits from prostitution of a person less than 19 years of age. (Class D Felony)
2. NYS PL 230.30(2) Promoting Prostitution in the 2nd Degree: advances or profits from prostitution of a person less than 18 years of age. (Class C Felony)
3. NYS PL 230.32 Promoting Prostitution in the 1st Degree: advance or profits from prostitution of a person less than 13 years of age or being 21 years of age or older and profiting from a person less than 15 year of age. (Class B Felony)
4. NYS PL 230.33 Compelling Prostitution: advances or profits by force or intimidation being 21 years or older and person for prostitution is less than 18 years of age. (Class B Felony)

Source: <https://www.nysenate.gov/legislation/bills/2015/S7#>.

Below is a list of newly enacted legislation related to human trafficking in New York State for your reference. We have no further details now, and would encourage you to contact the agencies noted below with any questions you may have.

**A6823-C**

This law aligns New York State's definition of a victim of child sex trafficking with the federal definition *for the purposes of criminal investigations and prosecutions*. This will have minimal impact, if any, on the service response to child victims (including the OTDA/DCJS confirmation process) as the operational definitions were already in alignment. Questions may be directed to CJ Boykin at DCJS: [carl.boykin@dcjs.ny.gov](mailto:carl.boykin@dcjs.ny.gov).

**S7836**

This law allows for criminal cases heard in a county without a Human Trafficking Intervention Court to be transferred to a designated human trafficking court in certain circumstances. Questions may be directed to the Office of Court Administration at [ProblemSolving@nycourts.gov](mailto:ProblemSolving@nycourts.gov) or Joanne Macri at Indigent Legal Services at [Joanne.Macri@ils.ny.gov](mailto:Joanne.Macri@ils.ny.gov).

**8650-B**

Requires every general hospital, public health center, diagnostic center, treatment center or outpatient department to provide identification, assessment, and appropriate treatment or referral of persons suspected as human trafficking victims; requires notification to social services where person is under the age of 18.

As a reminder, Safe Harbour programs are encouraged to participate in the efforts led by local health care settings to identify and respond to youth victims, including serving as a point of contact for service referrals, however programs are not charged with developing a response to trafficking in the health care system. Technical questions from health care providers may be directed to Ruth Leslie at the NYS Department of Health at [ruth.leslie@doh.ny.gov](mailto:ruth.leslie@doh.ny.gov).

So far, the Department of Health:

- issued a letter that notified applicable health care settings of this new law
- hosted a webinar for hospitals to introduce the topic of trafficking and the new requirements
- a three-part webinar to offer additional information is in development

Additional information that may be helpful:

- A validated screening tool for use in emergency departments to identify youth *that need further assessment* for CSEC is available here: <https://www.ncbi.nlm.nih.gov/pubmed/26599463> Please note it does not identify victims and it does not screen for labor, which evidence suggests is the most common form of human trafficking.
- Free web-based training on human trafficking for health care professional is available here: SOAR
- A free tool kit to assist health care settings develop internal protocol related to human trafficking is available here: HEAL

**S8874**

This law requires certain lodging facilities to display information about human trafficking.

- Free poster designs are available from the ITF and the National Human Trafficking Hotline for this purpose.

**S8305**

Relates to services for victims of human trafficking including short-term and long-term safe housing. Additional information will be provided by OTDA as it becomes available. Questions can be directed to Nora.Cronin@otda.ny.gov.

## Glossary of Sex Trafficking Slang

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*Some of these terms may be utilized by traffickers, prostituted individuals, and youth who are engaged in "survival sex."*

**BITCH/HO:** These terms are used by both prostitutes and pimps. The pimp calls all the working girls by these names while prostitutes may refer to themselves or others using these terms.

**BOTTOM GIRL/BOTTOM:** A prostitute chosen who is the most trusted by the pimp. The bottom may be responsible for recruiting others, transporting to and from areas they work, and other tasks that put distance between the pimp and illegal activities engaged in by his girls.

**BRANDING:** A tattoo or carving on a prostitute that indicates ownership by a pimp.

**BREAK YOURSELF/BREAK A BITCH:** A command to a prostitute to give all their money to a pimp.

**BUSTER:** An unsuccessful or "wanna be" pimp.

**CHOOSE UP:** This is the process by which a pimp takes "ownership" of a prostitute. When the prostitute starts working for the pimp she is said to have chosen him. The prostitute must give their new pimp all the money they made. This can be done by force, by threats, or voluntarily.

**CHOOSING FEE:** An amount of money given to a pimp by a prostitute before she can "choose" him.

**CIRCUIT:** A series of cities among which prostituted people are moved.

**DADDY:** The name the girls call their pimp.

**DUCK:** A black female prostitute.

**EXIT FEE:** A price set by the pimp that must be paid by a prostitute when they want to leave the pimp.

**FULL SERVICE/EVERYTHING/HALF AND HALF:** Terms most commonly used to denote that a prostitute will perform both oral sex and sexual intercourse for a fee.

**FINESSE/ROMEO PIMP:** A pimp who controls their prostitutes primarily through psychological manipulation. The threat of violence is almost always present.

**GORILLA PIMP:** A pimp who controls their prostitutes almost entirely through violence.

**IN CALL:** When setting up a "date," this is when the buyer comes to meet the prostitute.

**IN POCKET:** Not paying any other pimp than the one controlled by the prostitute. Not speaking to any other pimp.

**LICK/JOHN/DATE/TRICK:** A person who buys sex from a prostitute.

**KIDDIE STROLL:** An area featuring younger victims.

**TRAPING:** The act of a pimp trying to lure a prostitute away from another pimp.

**LOT LIZARD:** A prostitute who works at truck stops.

**MADAM:** A female pimp. Madams are uncommon in street prostitution settings.

**OUT CALL:** When setting up a "date," it is agreed that the prostitute will go to meet the buyer.

**PIMP:** A person who is associated with, usually exerts control over, and lives off the earnings of one or more prostitutes.

**RECKLESS EYEBALLING:** When a prostitute looks around instead of keeping their eyes on the ground. This could lead to "choosing up" by mistake.

**SQUARE/L7:** Someone who is not in "the life" or can be used as a term for law enforcement and those that don't understand "the game."

**STABLE/FAMILY/TEAM/FOLKS:** A group of prostitutes under one pimp's control.

**SWAN/SNOW BUNNY:** A white female prostitute.

**THE GAME/THE LIFE:** The subculture of prostitution, complete with rules, a hierarchy of authority, and language.

**TRACK/BLADE/STROLL/HO STROLL:** Any street or area where prostitutes commonly engage in soliciting for prostitution.

**TURNOUT:** To be forced into prostitution (verb) or a person newly involved in prostitution (noun).

**WIFE/WIFEY-IN-LAW/WIFEY:** Title of prostitutes used to refer to other prostitutes that are with the same pimp. Often associated with Romeo pimp to coerce a person to believe they are in a romantic relationship.

**SAMPLE ACRONYMS:** May be found on written ledgers or on electronic devices

**Age-play**—Scenes in which at least one participant pretends to be significantly younger than he or she is.

**ASP** - Adult Service Provider.

**Bag** - Condom.

**BFE** - Boyfriend Experience.

**BDSM** - Bondage, Discipline, Sadism and Masochism.

**CREAM** - Cash Rules Everything Around Me.

**Ellie** - Law Enforcement.

**Five-O** - A police officer.

**FS** - Full Service.

**GFE** - Girlfriend Experience.

**PSE** - Porn Star Experience.

**P4P** - Pay for Play.

**SFH** - Sex for Hire.

**\$** - The dollar sign (or collection of dollar signs) is sometimes used to imply the price range of the services offered/provided.

**420 or 420 FRIENDLY**—An ASP that will smoke marijuana with you or accept marijuana as payment for services.

**BBBJ, CBJ, RCG, ATM, COF, CIM, MP, MSOG, OTC, SFH:** are examples of acronyms used to refer to different sexual acts being requested or offered



## Human Trafficking: Myth vs. Reality

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Below are commonly held myths and misconceptions regarding human trafficking and the type of trafficking networks that exist in the United States according to the NHTRC National Human Trafficking Resource Center.

**MYTH 1:** Trafficked persons can only be foreign nationals or are only immigrants from other countries.

**Reality:** The federal definition of human trafficking includes both U.S. citizens and foreign nationals. Human trafficking within the United States affects victims who are U.S. citizens, lawful permanent residents, visa holders, and undocumented workers.

**MYTH 2:** Human trafficking is essentially a crime that must involve some form of travel, transportation, or movement across state or national borders.

**Reality:** Trafficking does not require transportation. Although transportation may be involved as a control mechanism to keep victims in unfamiliar places, it is not a required element of the trafficking definition. Human trafficking is not synonymous with smuggling, which involves border crossing.

**MYTH 3:** Human trafficking is another term for human smuggling.

**Reality:** Smuggling is a crime against a country's borders; human trafficking is a crime against a person. Each are distinct federal crimes in the United States. While smuggling requires illegal border crossing, human trafficking involves commercial sex acts or labor or services that are induced through force, fraud, or coercion, regardless of if transportation occurs.

**MYTH 4:** There must be elements of physical restraint, physical force, or physical bondage when identifying a human trafficking situation.

**Reality:** Trafficking does not require physical restraint, bodily harm, or physical force. Psychological means of control, such as threats, fraud, or abuse of the legal process, are sufficient elements of the crime. The new federal crimes created by the Trafficking Victims Protection Act (TVPA) of 2000 were intended to address "subtler" forms of coercion and to broaden previous standards that only considered bodily harm.

**MYTH 5:** If the trafficked person consented to be in their initial situation or was informed about what type of labor they would be doing or that commercial sex would be involved, then it cannot be human trafficking or against their will because they "knew better."

**Reality:** Initial consent to commercial sex or a labor setting prior to acts of force, fraud, or coercion (or if the victim is a minor in a sex trafficking situation) is not relevant to the crime, nor is payment.

**MYTH 6:** Victims of human trafficking will immediately ask for help or assistance and will self-identify as a victim of a crime.

**Reality:** Victims of human trafficking often do not immediately seek help or self-identify as victims of a crime due to a variety of factors, including lack of trust, self-blame, or specific instructions by the traffickers regarding how to behave when talking to law enforcement or social services. It is important to avoid making a snap judgment about who is or who is not a trafficking victim based on first encounters. Trust often takes time to develop. Continued trust-building and patient interviewing is often required to get to the whole story and uncover the full experience of what a victim has gone through.

**MYTH 7:** Human trafficking victims always come from situations of poverty or from small rural villages.

**Reality:** Although poverty can be a factor in human trafficking because it is often an indicator of vulnerability, poverty alone is not a single causal factor or universal indicator of a human trafficking victim. Trafficking victims can come from a range of income levels, and many may come from families with higher socioeconomic status.

**MYTH 8:** Sex trafficking is the only form of human trafficking.

**Reality:** The federal definition of human trafficking encompasses both sex trafficking and labor trafficking, and the crime can affect men and women, children and adults.

**MYTH 9:** Human trafficking only occurs in illegal underground industries.

**Reality:** Trafficking can occur in legal and legitimate business settings as well as underground markets. Human trafficking has been reported in business markets such as restaurants, hotels, and manufacturing plants, as well as underground markets such as commercial sex in residential brothels and street based commercial sex.

**MYTH 10:** Foreign national trafficking victims are always undocumented immigrants or here in this country illegally.

**Reality:** Not all foreign national victims are undocumented. Foreign national trafficked persons can be in the United States through either legal or illegal means.

## **GENERAL INDICATORS**

**United Nations Office on Drugs and Crime ([www.unodc.org](http://www.unodc.org))**

**People who have been trafficked may:**

Believe that they must work against their will  
Be unable to leave their work environment  
Show signs that their movements are being controlled  
Feel that they cannot leave  
Show fear or anxiety  
Be subjected to violence or threats of violence against themselves or against their family members and loved ones  
Suffer injuries that appear to be the result of an assault  
Suffer injuries or impairments typical of certain jobs or control measures  
Suffer injuries that appear to be the result of the application of control measures  
Be distrustful of the authorities  
Be threatened with being handed over to the authorities  
Be afraid of revealing their immigration status  
Not be in possession of their passports or other travel or identity documents, as those documents are being held by someone else  
Have false identity or travel documents  
Be found in or connected to a type of location likely to be used for exploiting people  
Be unfamiliar with the local language  
Not know their home or work address  
Allow others to speak for them when addressed directly  
Act as if they were instructed by someone else  
Be forced to work under certain conditions  
Be disciplined through punishment  
Be unable to negotiate working conditions  
Receive little or no payment and/or have no access to their earnings  
Work excessively long hours over long periods &/or have no days off  
Live in poor or substandard accommodations  
Have no access to medical care Have limited or no social interaction  
Have limited contact with their families or with people outside of their immediate environment Be unable to communicate freely with others  
Be under the perception that they are bonded by debt  
Be in a situation of dependence  
Come from a place known to be a source of human trafficking  
Have had the fees for their transport to the country of destination paid for by facilitators, whom they must payback by working or providing services in the destination  
Have acted based on false promises

### **CHILDREN (under 18)**

**Children who have been trafficked may:**

Have no access to their parents or guardians  
Look intimidated and behave differently than children their age

- Have no friends of their own age outside of work
- Have no access to education
- Have no time for playing
- Live apart from other children and in substandard accommodations
- Eat apart from other members of the "family"
- Be given only leftovers to eat
- Be engaged in work that is not suitable for children
- Travel unaccompanied by adults
- Travel in groups with persons who are not relatives

The following might also indicate that children have been trafficked:

- The presence of child-sized clothing typically worn for doing manual or sex work
- The presence of toys, beds and children's clothing in inappropriate places such as brothels and factories
- The claim made by an adult that he or she has "found" an unaccompanied child
- The finding of unaccompanied children carrying telephone numbers for calling taxis
- The discovery of cases involving illegal adoption

### **SEXUAL EXPLOITATION**

#### **People who have been trafficked for sexual exploitation may:**

- Be of any age, although the age may vary according to the location and the market
- Move from one brothel to the next or work in various locations for multiple traffickers
- Be escorted whenever they go to and return from work and other outside activities
- Have tattoos or other marks indicating "ownership" by their exploiters typically visible on the neck, hands or face.
- Sleep where they work
- Live or travel in a group, sometimes with other women who do not speak the same language
- Have very few items of clothing
- Have clothes that are mostly the kind typically worn for doing sex work
- Only know how to say sex-related words in the local language or in the language of the client group
- Have no cash of their own
- Be unable to show an identity document

#### **The following might also indicate that children have been trafficked:**

- There is evidence that suspected victims have had unprotected and/or violent sex.
- There is evidence that suspected victims cannot refuse unprotected and/or violent sex.
- There is evidence that a person has been bought and sold.
- There is evidence that groups of women are under the control of others.
- Advertisements are placed for brothels or similar places offering the services of women of a particular ethnicity or nationality.
- It is reported that sex workers provide services to a clientele of a particular ethnicity or nationality.

## **DOMESTIC SERVITUDE**

**People who have been trafficked for domestic servitude may:**

- Live with a family
- Not eat with the rest of the family
- Have no private space
- Sleep in a shared or inappropriate space
- Be reported missing by their employer even though they are still living in their employer's house
- Never or rarely leave the house for social reasons
- Never leave the house without their employer
- Be given only leftovers to eat
- Be subjected to insults, abuse, threats or violence

**LABOR EXPLOITATION - People who have been trafficked for labor exploitation are typically made to work in sectors such as agriculture, construction, entertainment, service industry and manufacturing (in sweatshops).**

**People who have been trafficked for labor exploitation may:**

- Live in groups in the same place where they work and leave those premises infrequently, if at all
- Live in degraded, unsuitable places, such as in agricultural or industrial buildings
- Not be dressed adequately for the work they do: for example, they may lack protective equipment or warm clothing
- Be given only leftovers to eat
- Have no access to their earnings
- Have no labor contract
- Depend on their employer for many services, including work, transportation and accommodation
- Have no choice of accommodation
- Never leave the work premises without their employer
- Be unable to move freely
- Be subject to security measures designed to keep them on the work premises
- Be subjected to insults, abuse, threats or violence
- Lack basic training and professional licenses (Regulation is source of identifying potential situations).

**The following might also indicate that people have been trafficked for labor exploitation:**

- Notices have been posted in languages other than the local language
- There are no health and safety notices
- The employer or manager is unable to show the documents required for employing workers from other countries
- The employer or manager is unable to show records of wages paid to workers
- The health and safety equipment is of poor quality or is missing
- Equipment is designed or has been modified so that it can be operated by children
- There is evidence that labor laws are being breached
- There is evidence that workers must pay for tools, food or accommodation or that those costs are being deducted from their wages

## **BEGGING AND PETTY CRIME**

**People who have been trafficked for begging or committing petty crimes may:**

Be children, elderly persons or disabled migrants who tend to beg in public places and on public transport

Be children carrying and/or selling illicit drugs

Have physical impairments that appear to be the result of mutilation

Be children of the same nationality or ethnicity who move in large groups with only a few adults Be unaccompanied minors who have been "found" by an adult of the same nationality/ethnicity

Move in groups while travelling on public transport: for example, they may walk up and down the length of trains

Participate in the activities of organized criminal gangs

Be part of large groups of children who have the same adult guardian

Be punished if they do not collect or steal enough

Live with members of their gang

Travel with members of their gang to the country of destination Live, as gang members, with adults who are not their parents

Move daily in large groups and over considerable distances

## NYS Confirmation Process Basics

On November 1, 2007, the NYS Anti Trafficking Law took effect and established human trafficking as a state crime. Additionally, it established a process to “confirm” victims of human trafficking under the state law as a means of assisting confirmed victims, including those who would not be otherwise eligible for assistance due to their immigration status. The New York State Anti-Trafficking Statute requires the New York State Division of Criminal Justice Services (DCJS) and the New York State Office of Temporary and Disability Assistance (OTDA) to accept referrals of potential victims. Confirmation has no bearing on the screening and law enforcement notification process required for youth in the care, custody, or supervision of OCFS, LDSS, or Voluntary Agencies as required by 15-OCFS-ADM-16.

### FACTS

- Confirmation process covers both adults and children.
- The form *may* be filled out by any established legal and social service provider *who reasonably believes* an individual may be a victim of human trafficking. Consent of the individual should be obtained, although consent is not required if law enforcement is making the referral. Providers mentioned above include public agencies, county or municipal governments, or any subdivisions thereof; not-for-profit corporations, including charitable organizations incorporated, registered and in good standing with the charities bureau of the New York State Attorney General’s Office; faith-based organizations; and educational institutions.
- Confirmation will not prompt a law enforcement investigation. The only consultation that will take place will be between the Division of Criminal Justice Services and the individual who faxed the form.
- If a law enforcement investigation is already underway prior to faxing a referral form, the investigation will continue as applicable.
- The victim/survivor will never be contacted by OTDA or DCJS.
- There is no penalty to a referral source for submitting a form that does not lead to a confirmation. The referral source will receive a case denial letter from DCJS in the event the case cannot be confirmed.
- All children are referred for LDSS services regardless of status. OTDA shall refer all minors referred for confirmation, regardless of immigration and/or confirmation status, to the social services district in the county in which the minor is located, and to any appropriate state or federal agencies for assessment of eligibility for services and benefits.
- Through OTDA, New York State funds the Response to Human Trafficking Program (RHTP) which provides case management and referral services for up to 12 weeks *to adult foreign-born, New York State confirmed trafficked persons who, by the lack of an eligible immigration status, are therefore not otherwise eligible for any mainstream benefits and/or services*. The focus is on those who would otherwise have no access to needed services: those who have not yet been certified by the federal government, and those that are beginning to work in coordination with an investigation or prosecution and have been confirmed as a victim by OTDA and DCJS. Certain benefits become available when the victim is granted Continued Presence by USCIS.<sup>1</sup> Notwithstanding these requirements, a County Department of Social Services can elect to provide an individual who presents with these circumstances with benefits and subsequently seek reimbursement if the person qualifies for RHTP benefits.
- Please refer to the OTDA website for a list of current RHTP providers.

## **PROCESS**

- Referral form is faxed to number listed on form, sent directly to a confidential fax at OTDA/DCJS, and is assigned a case number.
- DCJS will contact the referring source, never the victim!
- Once contact with referral source is made, DCJS must then consult with OTDA and come to a determination.
- Determinations are generally made within three business days from the day a referral was sent.
- Once a determination is made, if confirmed, a confirmation letter (and one on the victim's behalf) is sent to the referring source and other appropriate parties. If a referral is denied, the referring source will receive a notification from DCJS on behalf of the victim.
- Again, there is no penalty to a referral source for submitting a form that does not lead to a confirmation. The case will either be denied or if a referral is submitted without enough information and/or the referral source believes they need more time to obtain it, the case will be held in "pending" status. If a case remains in a "pending" status for 90 days and no further information is available, the case will automatically be denied unless the referral source is in contact with a reason for the delay. *The referring source can submit a new referral for the same victim in the event more information becomes available in the future.*

## **REASONS A CONFIRMATION MAY BE DENIED**

- If the crime was committed prior to 2007 (when the anti-trafficking statute was passed).
- If a case has no nexus to New York State for the purposes of commercial sex or forced labor. OTDA and DCJS may confirm an individual under the NYS Confirmation process using either the state or federal definition of trafficking.
- The crime does not involve sex or labor trafficking. For example, it may be a sexual/physical abuse case or a wage and hour exploitation scenario.
- Insufficient information available to decide and no additional information can be obtained within 90 days.

## **BENEFITS OF CONFIRMING A TRAFFICKING VICTIM/SURVIVOR**

The most tangible benefits of being confirmed are for undocumented persons. Confirmed victims may be able to access benefits through RHTP for 12 weeks if funds are available. Public benefits could be accessed after the victim receives a T or U-visa or, if as stated above, a county Department of Social Services elects to provide an undocumented individual with benefits and subsequently seeks reimbursement if the person qualifies for RHTP benefits. RHTP funding covers benefits such as: case management, emergency temporary housing, health care, mental health counseling, drug addiction screening and treatment, language interpretation and translation services, English language instruction, job training and placement assistance, post-employment services for job retention, and services to assist the individual and any of his or her family members with legal services. Additional benefits for documented or citizen youth are listed below.



## **ADDITIONAL BENEFITS OF CONFIRMING VICTIMS/SURVIVORS**

➤ Confirmation allows those who are otherwise ineligible for mainstream public benefits to access up to 12 weeks of case management services through OTDA's Response to Human Trafficking Program (RHTP).

➤ A confirmation letter can serve as a vehicle to vacate certain charges that may be associated with a victim/survivor's trafficking situation such as drug or prostitution charges, possession of a weapon, etc.<sup>2</sup>

Vacating convictions can assist victims/survivors on a path to self-sufficiency as it opens a range of employment and housing opportunities.

➤ If no police report is available, New York State's Office of Victim Services (OVS) accepts confirmation letters to show a crime occurred as part of an application package for benefits.

➤ Confirmation letters can be used as supporting documentation when filing a civil lawsuit.<sup>3</sup>

➤ Confirmation letters can be used as supporting documentation when the Department of Labor is filing a wage and hour claim at the state or federal level.

➤ If Law Enforcement is the referring party, they are required to submit the United States Citizenship and Immigration Service (USCIS) Form I-914 "Supplement B, Declaration of Law Enforcement Officer for Victim of Trafficking in Persons" if requested by the victim or his/her agent.<sup>4</sup>

➤ Confirmation letters ensure that both Criminal and Family Court judges are better informed should a case come to their attention. It's an opportunity to talk about the dynamics of coercion and manipulation that exist with traffickers and how difficult it can be for youth to resist. These conversations have allowed service providers and others to advocate for services that would be more intensively psychoeducational for the youth (more intense counseling, more frequent skill building services) so that they can begin to understand the dynamic and become empowered in their response.

➤ Confirmation letters can be used to separate a youth's Public Assistance and Medicaid from parent or guardian's case where it is demonstrated that they were receiving the benefits and neglecting to care for the youth by not providing food, forcing the youth out of the home or refusing to provide the youth with money for living arrangements. In these cases, youth can receive their own SNAP Benefits, Cash Assistance and Medicaid independent from their parent or guardian's case and control.

➤ Confirmation letters have been a tremendous source of validation for victims/survivors and/or family members who may blame themselves or haven't been believed in the past. This can assist in their recovery process.

➤ Being confirmed eliminates the need for victims/survivors and their advocates to have to repeatedly tell their story and potentially convince others (law enforcement, service providers, judges, etc.) about what happened to them.

➤ Confirmation letters may assist in obtaining services from providers as it reframes a youth's experience and views them as deserving of and in need of help, rather than as bad kids, liars, and criminals.

➤ Confirmation numbers are one data source used by NYS to track trafficking victimization. Data collection can have significant impacts on training and resource allocation.

**(Confirmation form can be found in Appendix B.)**

## **Additional Training Materials**

International Association of Chiefs of Police: Juvenile Justice and Child Protection Online Training Portal. <http://elearning-courses.net/iacp/html/index.cfm>.

Office of Victims of Crime Training and Technical Assistance Center.  
<https://www.ovcttac.gov/views/HowWeCanHelp/dspHumanTrafficking.cfm?tab=5>.

U.S. Department of Homeland Security. Blue Campaign. <https://www.dhs.gov/blue-campaign/awareness-training>.

## **Sources of Information**

The New York State Referral of Human Trafficking Victim form (OTDA Referral Form) - [www.criminaljustice.ny.gov/ops/training/bcpo/ledistrictattorneyreferralvictimform.pdf](http://www.criminaljustice.ny.gov/ops/training/bcpo/ledistrictattorneyreferralvictimform.pdf)

New York State Division of Criminal Justice Services (DCJS) - [www.criminaljustice.ny.gov/pio/humantrafficking/humantrafficking.htm](http://www.criminaljustice.ny.gov/pio/humantrafficking/humantrafficking.htm)

New York State Office of Temporary and Disability Assistance – [www.otda.ny.gov/programs/bria/trafficking.asp](http://www.otda.ny.gov/programs/bria/trafficking.asp)

The National Human Trafficking Resource Center (NHTRC) – [www.polarisproject.org](http://www.polarisproject.org) - 888-373-7888 or text “BeFree” (23373)

U.S. Department of Homeland Security, Homeland Security Investigations Tip Line – (866)-347-2423 [www.dhs.gov/topic/human-trafficking](http://www.dhs.gov/topic/human-trafficking) .

US Dept. of Homeland Security, Blue Campaign <https://www.dhs.gov/blue-campaign/what-human-trafficking>.

The Crime of Human Trafficking: A Law Enforcement Guide to Identification and Investigation, International Association of Chiefs of Police.  
<http://www.iacp.org/portals/0/pdfs/CompleteHTGuide.pdf>

NHTRC National Human Trafficking Resource Center.  
<https://traffickingresourcecenter.org/type-trafficking/human-trafficking>

New York State Office of Child and Family Services. <http://ocfs.ny.gov/main/humantraffic/>.

New York State Office of Child and Family Services Administrative Directive: Requirements to Identify, Document, Report, and Provide Services to Child Sex Trafficking Victims:  
[http://ocfs.ny.gov/main/policies/external/OCFS\\_2015/ADMs/15-OCFS-ADM-16](http://ocfs.ny.gov/main/policies/external/OCFS_2015/ADMs/15-OCFS-ADM-16).

## **Appendix B**

### **FORMS**

Dutchess County Human Trafficking Tracking Form

Human Trafficking Referral

Informed Consent

NYS OCFS (Law Enforcement Report of a Child Sex Trafficking Victim)

OTDA (NYS Referral of Human Trafficking Victim)



## Dutchess County Human Trafficking Tracking Form

*This form should be completed when there is a suspected case of human trafficking. This information is to allow for proper follow up & for data collection purposes. Please do not put the client's name. Please reference the indicators listed on the back for common signs of human trafficking*

First point of contact (agency): \_\_\_\_\_

Contact person (name and title): \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Type of Trafficking suspected: Labor ☐ Sex ☐ Labor & Sex ☐

Age Range of Victim: Under 18 ☐ 18- 21 ☐ 21-25 ☐ Over 25 ☐

Gender of Victim: Male ☐ Female ☐ Trans ☐

Offender relationship (if known): Family ☐ Friend ☐ Intimate partner ☐  
Employer ☐ Stranger ☐ Other ☐ \_\_\_\_\_

Location(s)/Region: \_\_\_\_\_

### Please (check one box) for each of the following questions:

Reported to Law Enforcement? Yes ☐ No ☐

If YES, Law Enforcement Agency: \_\_\_\_\_

Does victim want follow-up? Yes ☐ No ☐ Unsure ☐

Were referrals for services given to client? Yes ☐ No ☐

If yes, to who? Law Enforcement ☐ CVSS Advocate ☐ Shelter/Housing ☐

Trafficking Coordinator ☐ Other ☐ \_\_\_\_\_

OTDA Form Completed: Yes ☐ No ☐ Client Refused ☐

OCFS Rapid Screen Completed: Yes ☐ No ☐ Not Applicable ☐

Once completed, please fax or email this form to David Garcia

Human Trafficking Coordinator, Dutchess County Task Force against Human Trafficking

E-mail: [David.Garcia@dfa.state.ny.us](mailto:David.Garcia@dfa.state.ny.us) Fax: (845) 486- 3111

For Questions about the form contact David at: 845-249-4878

## **Dutchess County Human Trafficking Tracking Form**

### **Indicators/Red Flags**

#### **Recruitment**

- ☐ Misleading information was given by the recruiter/employer
- ☐ A person is in debt to their recruiter/employer

#### **Personal Documents and Belongings**

- ☐ A third party arranged travel and work documents
- ☐ Passport/documentation confiscated, false documentation
- ☐ No or few personal belongings

#### **Threat/Reality of Violence**

- ☐ Signs of abuse (physical, sexual, drug)
- ☐ Signs of fear, depression
- ☐ Inconsistent stories, gaps in stories
- ☐ Describes a stalking situation

#### **Freedom of Movement / Living Conditions**

- ☐ Physically confined, restricted or controlled communications and movement, cannot choose his/her own residence
- ☐ Third party insists on being present for conversations
- ☐ Person is rarely seen and/or lacks knowledge of whereabouts

#### **Working Conditions**

- ☐ Performing tasks for which he or she was not originally recruited
- ☐ Excessive and/or irregular hours
- ☐ Exposed to risks that compromise health and safety
- ☐ Not paid, underpaid, or has wages taken from him/her

#### **Indicators more specific to Youth Sex Trafficking / CSEC Victims**

- ☐ Tattoos, brands, signs of "ownership"
- ☐ Child runs away from home frequently and/or for significant periods of time
- ☐ Truancy from school
- ☐ Indications or reports of domestic violence/intimate partner violence
- ☐ Older boyfriend/close companion
- ☐ New, unexplained possessions - clothing, phone, jewelry
- ☐ Excessive, almost pathological attachment to cell phone
- ☐ Disconnection from social supports
- ☐ Uses street slang for sex work Age inappropriate sexual behavior and/or sexually transmitted infection

## Human Trafficking Program Referral Form

Date of Referral: \_\_\_\_\_

Youth's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Youth's Address: \_\_\_\_\_

Youth's Phone: \_\_\_\_\_

Parent/Legal Guardian's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Legal Guardian's Address: \_\_\_\_\_

(If a Parent/Legal Guardian's and child's addresses are different, state the reason, and state the names of the child's current adult caretaker or placement agency):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Referred by: \_\_\_\_\_  
Print Name Phone

Reason for Referral: ☐ Case Consultation ☐ Medium Risk Score on Comprehensive Form  
☐ High Risk Score on Comprehensive Form ☐ Other (describe)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If Rapid Indicator Screen and/or Comprehensive Screen was completed please forward with referral)

Please note if youth is involved with one or more of the following (if known, please fill in worker and contact info):

[ ] CPS: \_\_\_\_\_ [ ] Probation: \_\_\_\_\_

[ ] Runaway/Homeless Youth Shelter: \_\_\_\_\_

**Submit referral via email to David Garcia, Human Trafficking Coordinator**  
David.Garcia@dfa.state.ny.us or contact by phone (845) 249-4878

Upon receipt of referral I will reach out to you to discuss concerns about youth.



**COUNTY OF DUTCHESS**  
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES

**Information Pertaining to the Preventing Sex Trafficking  
and Strengthening Families Act**

On September 29, 2014, President Obama signed the *Preventing Sex Trafficking and Strengthening Families Act* (P.L. 113-183) into law. The Act has two primary purposes - to protect and prevent at-risk children and youth from becoming victims of sex trafficking, and to improve the safety, permanency, and well-being outcomes of children and youth involved with the child welfare system.

Among other provisions, the Act requires that policies, procedures, and tools for identification, documentation, and response to child victims of sex trafficking, or those at risk of becoming victims, be developed.

Though any child or youth can be a victim of sex trafficking, there are certain populations that are more vulnerable. This population includes, but is not limited to, youth who:

- Are in foster care placements;
- Receive Child preventive services;
- Receive Child protective services;
- Receive services that prepare them for independent living;
- Receive juvenile justice services including JD/Pins;
- Are temporarily residing outside of the parent/guardian's residence;
- Have otherwise been assessed as being vulnerable

**Based on our assessment your child is in a vulnerable population.**

Because your child is in a vulnerable population a referral to the Human Trafficking Coordinator is being made in response to the Preventing Sex Trafficking and Strengthening Families Act.

**This does not mean that your child has been trafficked,  
but merely because of identified risk factors, your child may be vulnerable to such.**





**COUNTY OF DUTCHESS**  
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES

**I CONSENT**

By signing below, I acknowledge that I received and reviewed a copy of the information sheet pertaining to the *Preventing Sex Trafficking and Strengthening Families Act (P.L. 113-183)*, and that I consent to have my child interviewed by David Garcia, Dutchess County Human Trafficking Coordinator, for the purposes of determining the need for services, making recommendations and coordinating appropriate referrals.

I consent to the exchange of information between the Human Trafficking Coordinator and: (Please initial)

- |  |   |
|--|---|
| <input type="checkbox"/> Child Protective Services         | <input type="checkbox"/> Foster Care Services         |
| <input type="checkbox"/> Preventive Services               | <input type="checkbox"/> Probation                    |
| <input type="checkbox"/> Law Enforcement                   | <input type="checkbox"/> Task Force Service Providers |
| <input type="checkbox"/> Emergency Services for your child | <input type="checkbox"/> OCFS                         |
| <input type="checkbox"/> Other: _____                      | <input type="checkbox"/> Other: _____                 |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
                  ☐ parent      ☐ guardian      ☐ self (over 18)

Printed name: \_\_\_\_\_

I understand that I may revoke this consent at any time.

*Disclaimer: Please be advised that if your child is in the care and custody of the Commissioner of Social Services, the Commissioner may consent to this release over your objection and in the best interest of obtaining services for your child.*

I DO NOT CONSENT

By signing below, I acknowledge that I have received and reviewed a copy of the information sheet pertaining to the *Preventing Sex Trafficking and Strengthening Families Act (P.L. 113-183)*, but I do not consent to have my child interviewed by David Garcia, Dutchess County Human Trafficking Coordinator.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
                  ☐ parent           ☐ guardian       ☐ self (over 18)

Printed name: \_\_\_\_\_

*Disclaimer: Please be advised that if your child is in the care and custody of the Commissioner of Social Services, the Commissioner may consent to this release over your objection and in the best interest of obtaining services for your child.*

**FAX TO 518-485-9611**

**Social Services Law § 483-cc requires that this form be completed and sent to the Division of Criminal Justice Services and the Office of Temporary and Disability Assistance as soon as practicable after a first encounter with a person who reasonably appears to be a human trafficking victim.**

Victim's Name: \_\_\_\_\_ Victim's DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

Victim's Gender:

Was victim trafficked from another country? YES\_\_\_ NO\_\_\_ DON'T KNOW\_\_\_

Penal Law crime committed against victim: Sex Trafficking/Penal Law § 230.34	Labor
--	-------

Trafficking/Penal Law § 135.35 \_\_\_\_\_ Incident number: \_\_\_\_\_

Date & Jurisdiction where Penal Law crime occurred: \_\_\_\_\_

Is victim willing to assist in investigation/prosecution of trafficker(s)? YES\_\_\_\_\_ NO\_\_\_\_\_

Was victim arrested? YES\_\_\_ NO\_\_\_ Court case is pending in:\_\_\_\_\_

Statutory Referral Source:

Contact person: \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Address

If a service provider or local social services department is involved or has been contacted, please provide name or any other contact information.

Please indicate the facts and circumstances regarding Penal Law crime committed against victim and the victimization upon which this referral is based. Describe any force, fraud, or coercion used and be as specific as possible. Use additional sheets if necessary.

[illegible]

referral form 12-03-15

NEW YORK STATE  
OFFICE OF CHILDREN AND FAMILY SERVICES  
**LAW ENFORCEMENT REPORT  
OF A CHILD SEX TRAFFICKING VICTIM**

**Directions:** If the youth is in immediate danger, do not complete this form, call 9-1-1. Otherwise, complete the following questions:

1. Is the youth under 21 years old and in the care, custody, or supervision of the New York State Office of Children and Family Services (OCFS), Local Department of Social Services (LDSS), or a Voluntary Authorized Agency (VA)?

☐ Yes – **CONTINUE**    ☐ No – **STOP** do not complete this form

2. Are you submitting this form to notify law enforcement of a missing child or a youth who is absent from care?

☐ Yes – **STOP** do not complete this form; refer to 16-OCFS-ADM-09    ☐ No - **CONTINUE**

3. Does the youth meet one or more of the criteria below (check all that apply)

<b>Child Meets Federal Definition of a Child Sex Trafficking Victim - ONE or more of these indicators:</b> Child needs to be documented as a trafficking victim in CONNECTIONS or JJIS (for DJJOY) and trafficking response protocol followed (see policy or desk aid <sup>1</sup> ).	
Child reports engaging in commercial sex act(s) (a sex act where something of value is received).	<input type="checkbox"/>
Child reports he/she has been prostituted or trafficked.	<input type="checkbox"/>
There are photos or videos of the child being victimized and/or being used to advertise the child for sexual purposes (Backpage, Craigslist, etc.).	<input type="checkbox"/>
Law enforcement refers child to services instead of arresting for prostitution, or does arrest for prostitution.	<input type="checkbox"/>
Child reports trading sex for a place to stay, food, drugs, or anything of value.	<input type="checkbox"/>
Child reports being involved in the sex industry (working in strip clubs, private sex parties, etc.).	<input type="checkbox"/>
Someone witnesses the child engaged in a commercial sex act.	<input type="checkbox"/>
Youth over 18 is engaging in prostitution or commercial sex acts due to force, fraud or coercion.	<input type="checkbox"/>

☐ Yes – **CONTINUE**    ☐ No – **STOP** do not complete this form

4. Are there any federal, state, county, or municipal law enforcement agencies already involved in the youth's case relevant to his or her trafficking victimization? (This includes law enforcement involved in Multi-Disciplinary Teams (MDT) or Child Advocacy Centers (CAC), as well as Department of Labor investigators. This **does not** include Probation Officers nor instances where a youth has been accused of a crime, including loitering or prostitution.)

☐ Yes – **STOP** do not complete this form    ☐ No - **CONTINUE**

**If all four conditions are met, continue completing this form. If not, stop here.**

<sup>1</sup> The terms "child" and "youth" are used interchangeably throughout this form.

<sup>2</sup> *Requirements to Identify, Report, and Provide Services to Child Sex Trafficking Victims (for LDSSs and VAs) or Child Sex Trafficking/Commercially Sexually Exploited Children (CSEC) (for DJJOY).*

**Youth Information**

Youth's name: \_\_\_\_\_ Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Youth's DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Youth's Gender: ☐ Male ☐ Female ☐ Trans-male ☐ Trans-female  
☐ Gender Non-conforming

Youth's current address: \_\_\_\_\_

Legal Permanent Address

(if different than current address) \_\_\_\_\_

Youth's phone number: Cell: ( ) - Secondary: ( ) -

Youth's social media handles (Email address, Instagram, Snapchat, Twitter, Facebook, Kik, WhatsApp etc.):

Describe any visible physical marks (branding, tattoos, etc.) on the youth's body:

Addresses/locations where youth often spends time or sleeps:

**Trafficking Situation**

Describe what is known about the trafficking situation:

Do you believe the youth is currently being trafficked? ☐ Yes ☐ No

Date of most recent victimization, if known: \_\_\_\_/\_\_\_\_/\_\_\_\_

County/city/borough(s) where trafficking act(s) occurred, if known:

Any information about the alleged perpetrator(s), including names and nicknames, if known:

*If the alleged perpetrator is the youth's parent, guardian, or a person legally responsible for his or her well-being, a report **must also be made** to the NYS Central Register of Child Abuse and Maltreatment (SCR) by calling **1-800-342-3720**.*If an SCR report was made check "Yes" box: ☐ Yes**Person Completing This Form**

Name: \_\_\_\_\_ Phone number: ( ) -

Agency/District: \_\_\_\_\_

Name of your supervisor: \_\_\_\_\_ Supervisor's phone number: (     )     -     \_\_\_\_\_

Evening contact name and phone number for person familiar with this report: \_\_\_\_\_

**Next Steps**

1. Fax only the completed form (no other documentation), **immediately or within 24 hours to:**

- **New York City:** New York Police Department (NYPD) at **212-694-3149**
- **Rest of State:** New York State Intelligence Center (NYSIC) at **518-786-9398**

2. Place a copy of this form and the fax confirmation in the youth's case file.

The notification process is complete once the documentation is filed. After faxing this form, do not make additional law enforcement referrals (except calling 9-1-1 relevant to immediate danger).

For questions, refer to the FAQ attached to 15-OCFS-ADM-16, contact your OCFS Regional Office, or email [humantrafficking@ocfs.ny.gov](mailto:humantrafficking@ocfs.ny.gov).

For law enforcement use only:

Case/Complaint Number: \_\_\_\_\_