

Victim/Witness Service Guide for Crimes Against the Person  
**Virginia Beach Police Department** (<https://www.vbgov.com/government/departments/police>)

Report # (IBR): \_\_\_\_\_ Reporting Officer: \_\_\_\_\_ Pct: \_\_\_\_\_

Detective Assigned (if known at the time of the report): \_\_\_\_\_

**This service guide provides information to victims and witnesses of felony  
or misdemeanor crimes against a person.**

Desk Officer Numbers

Detective Bureau .....385-4101  
First Precinct .....385-4377  
Second Precinct .....385-2700  
Third Precinct .....385-2703  
Fourth Precinct .....385-2800

Detective Supervisor Office Desk Numbers

Homicide .....385-8627      1st Precinct ..... 385-4942  
Robbery .....385-8901      2nd Precinct ..... 385-2761  
Special Victim .....385-8633      3rd Precinct..... 385-2722  
Domestic Violence.....385-8895      4th Precinct..... 385-2824  
Warrant/Fugitive .....385-8911

The officer listed above, has taken an offense report for you. Your report number (IBR#) is printed at the top of this guide. At the conclusion of the officer’s investigation, an evaluation of the case’s evidence will be conducted with the investigating officer’s supervisor. This is to determine if the case will be reassigned to a detective and the possibility of prosecution. The Office of the Commonwealth’s Attorney will make the final determination whether to proceed with criminal prosecution, based on the evidence presented. If your case has been reassigned to a detective for investigation, they will contact you. You will also receive a subpoena to appear in court and should be contacted by the Commonwealth’s Attorney’s Victim Witness Office when the case proceeds for prosecution. This office will assist you through your court appearance and will help you with victim/witness support services. Depending upon the seriousness of the case and the likelihood of needed support services, the Commonwealth’s Attorney’s Victim Witness Office may contact you while the case is being investigated. They can be contacted directly at 385-8301.

Please contact the officer or detective assigned to your case, if you would like to provide new information and/or obtain information about the status of the case. If you do not know the name of the officer or detective assigned to your case, please contact the Detective Bureau at 385-4101 for assistance, and be prepared to provide your report number (IBR#). There may be times that you find it necessary to contact an officer or detective after hours and may not wish to leave a voice message. In these instances, please contact the Police dispatcher non-emergency number at 385-5000. The dispatcher will help facilitate your contact with an on-duty detective to assist you. If you would like to contact the Detective Unit Supervisor that is responsible for overseeing your case, please refer to the Detective Bureau Supervisor Office Desk Numbers at the top of this form.

The Police Department will provide assistance to victims/witnesses who have been threatened or who express credible reasons for fearing intimidation or further victimization. If you have been threatened, intimidated or fear you may suffer further victimization, contact the Police emergency at 911 to have an officer dispatched to assess the threats and help coordinate an appropriate safety plan with you.

*\* \* Victims of domestic violence and/or sexual assault should refer to **Page 2** of this form for assistance. \* \**

Support Services Contact Information

Domestic Violence/Sexual Assault Coordinated Crisis Response HOTLINE ..... (757) 251-0144  
Criminal Injuries Compensation Fund ..... (800) 552-4007  
Fleet & Family Support Center (Active Military Duty, Retired & Dependent) ..... (757) 433-2912  
Statewide Sexual Assault Hotline ..... (800) 838-8238  
Victims Services Section of the Department of Criminal Justice Services..... (888) 887-3418  
Virginia Beach Child Protective Services ..... (757) 385-3400  
Virginia Beach Commonwealth’s Attorney’s Victim/Witness Office ..... (757) 385-8301

*Virginia Beach Crime Solvers will pay a reward of up to \$1,000 for information that leads to the arrest of wanted individuals and the solving of unsolved crimes. Callers can remain anonymous. The tip line is 1-888-LOCK-U-UP (1-888-562-5887) and is answered 24-hours a day, 7-days a week. Visit online at <http://www.crimesolvers.com/> for more information.*

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Report # (IBR): \_\_\_\_\_ Officer's Name: \_\_\_\_\_ Officer's Code: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Magistrate's Phones: (757) 385-4724 or (757) 385-1801

**For Help and Support:**

<b>Police</b> Domestic Violence Unit	385-4101	Family Advocacy Network Services (FANS)	385-4698
<b>Police</b> Special Victim's Unit (Sexual Assault)	385-4101	Response-Rape Crisis & Child Sexual Assault	226-9922
<b>Police</b> Victim/Witness Advocate	385-8721	Tidewater Legal Aid-Civil Matters (only)	552-0026
Community Corrections	385-4689	Victim/Witness Assistance Program	385-8301
<b>Coordinated Crisis Response HOTLINE</b>	251-0144	Virginia Beach Child Protective Services	385-3400
Criminal Injuries Compensation Fund	1-800-552-4007	Virginia Beach Juvenile Relations Court Intake	385-4361
Domestic Violence Hispanic Support	497-8330 Ext 367	Virginia Family Violence HOTLINE	1-800-838-8238

**Military Family Advocacy Programs:**

Family Advocacy	422-7311	Yorktown Naval Base	887-4606
Naval Station Norfolk	444-2102	Northwest Naval Security Group Activity	421-8770
Portsmouth	953-7801	Ft. Story – Military Police (dispatch)	422-7141
NAB Little Creek	462-7563	After Hours Victim Advocate for Military Victims	438-4180
NAS Oceana	433-2912		

**Arrest**

In cases of domestic assault, the officer shall arrest the abuser if the officer has probable cause to believe that assault and battery against a family member has occurred and the predominant aggressor has been determined. If the abuser was arrested, call the Sheriff's Office at 385-4551 to see if the person arrested is being held in jail or has been released. If released – was there a no contact conditional bond or emergency protective order issued?

**Warrant**

- A detective may assist in obtaining warrants in certain situations. If you have questions regarding your case, you may contact the Domestic Violence Unit at 385-4101.
- You do not have to be physically injured to apply for a warrant. A warrant can also be issued for threats, stalking, property damage, and trespassing. Magistrates are available 24 hours a day, 7 days a week.

**Emergency Protective Order**

- If you feel the abuse poses a continuing threat to your safety, you may request an emergency protective order from the officer on the scene.
- A magistrate or judge may issue an Emergency Protective Order if you appear in person and request one.
- An Emergency protective order may include the following conditions:
  - Order the abuser and you to have no physical or phone contact with each other
  - Order the abuser to stop assaulting you
  - Grant you the exclusive possession of your residence
- The order is in effect **only after it has been served on the abuser.**
- The Emergency Protective Order is in effect for 72-hours after being issued by a magistrate. If you need further protection, you must appear at Virginia Beach Court Services Intake and request a preliminary protective order.
- In addition to a protective order, if you are planning to separate from the abuser, you may file at court services for:
 

✓ Custody of the children	✓ Child support	✓ Spousal support (if married)
✓ Exclusive use of the residence	✓ Alternative housing	✓ Other resources

**NOTE: Filing charges and obtaining Protective Orders are only effective if you and the abuser obey the restrictions. Your safety and the safety of the children may depend on developing an alternative plan for your protection. For more information on safety planning, call Coordinated Crisis Response HOTLINE (251-0144).**

**Court**

- If a warrant has been filed and/or you have requested a preliminary order, you will be going to court.
- The Office of the Commonwealth's Attorney or Victim/Witness, who may assist you in prosecution, may contact you.
- Proving your case will require testimony, evidence, and witnesses (if available). For assistance and support with the court process, contact: FANS at 385-4698 or Coordinated Crisis Response HOTLINE (251-0144).