

**WORKPLACES RESPOND**  
**TO DOMESTIC & SEXUAL VIOLENCE**  
 A NATIONAL RESOURCE CENTER

Please mark anywhere along the line with an "X" that best represents your level of understanding or knowledge. Your answers will remain anonymous.

1. I understand what sexual harassment, sexual assault, stalking, and domestic violence are.

Not at all
 
 Sort of
 
 Yes! A lot

2. I can recognize the signs that an employee has experienced violence or harassment.

Not at all
 
 Sort of
 
 Yes! A lot

3. I can recognize the signs that an employee is committing an act of violence or harassment.

Not at all
 
 Sort of
 
 Yes! A lot

4. I know what our **company's policies** are regarding violence and harassment.

Not at all
 
 Sort of
 
 Yes! A lot

5. I know what to do if I learn that an employee is experiencing violence or harassment at work or at home.

Not at all
 
 Sort of
 
 Yes! A lot

6. I know what to do if I learn that an employee is committing an act of violence or harassment at work or at home.

Not at all
 
 Sort of
 
 Yes! A lot

**Thank you for taking this survey!**

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www.futureswithoutviolence.org



www.korwinconsulting.com

# POWER AND CONTROL WHEEL

Physical and sexual assaults, or threats to commit them, are the most apparent forms of domestic violence and are usually the actions that allow others to become aware of the problem. However, regular use of other abusive behaviors by the batterer, when reinforced by one or more acts of physical violence, make up a larger system of abuse. Although physical assaults may occur only once or occasionally, they instill threat of future violent attacks and allow the abuser to take control of the woman's life and circumstances.

The Power & Control diagram is a particularly helpful tool in understanding the overall pattern of abusive and violent behaviors, which are used by a batterer to establish and maintain control over his partner. Very often, one or more violent incidents are accompanied by an array of these other types of abuse. They are less easily identified, yet firmly establish a pattern of intimidation and control in the relationship.

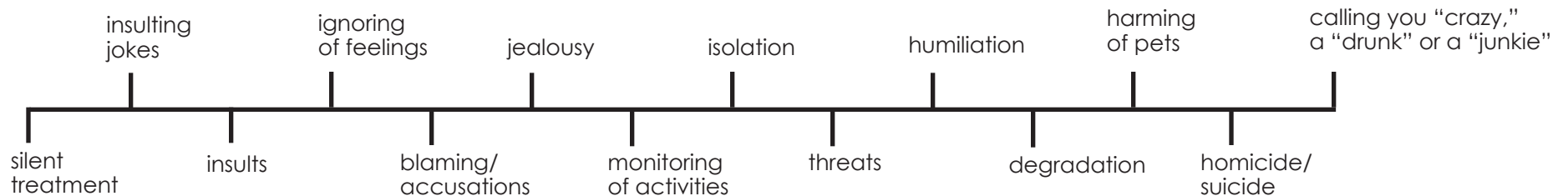


# MANIFESTATIONS OF VIOLENCE

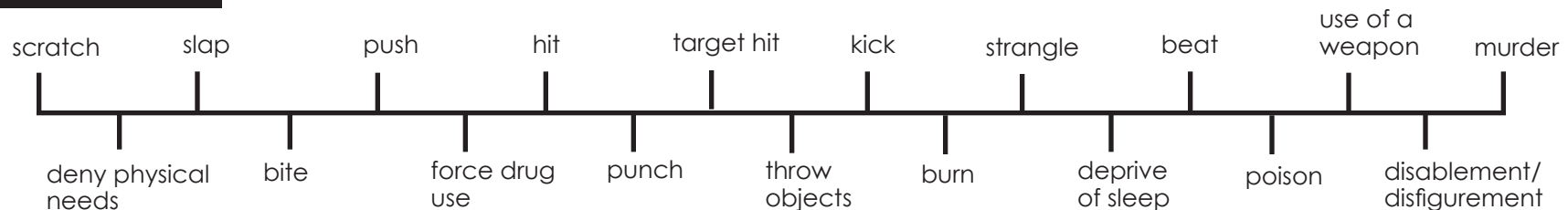
Abuse can occur in different forms. It can be physical, emotional, sexual, spiritual, social and/or economic. The diagrams below describe some of the abuse tactics batterers use as they attempt to gain or maintain power and control over their intimate partners. Abuse does not always progress in the steps shown here. Sometimes the abuse may advance from pushing or hitting directly to more severe physical violence such as the use of a weapon. Although each relationship is unique, any type of abuse must be considered a serious cause for concern. Despite different circumstances, it is important to remember that abuse can escalate (especially if there is no intervention). A coordinated community response holding batterers accountable for their abusive behaviors is *essential*, as is a response acknowledging and respecting the rights of victims of domestic violence.

**Exercise:** It is helpful to be aware of the different manifestations of domestic violence. Circle the type(s) of abuse you are now experiencing (or that you have experienced). Notice if the violence is increasing in intensity, severity or frequency. Talk to a domestic violence advocate to develop or review your current safety plan or explore your options. *Remember, domestic violence is never your fault, even if you were drinking or using drugs.*

## EMOTIONAL ABUSE

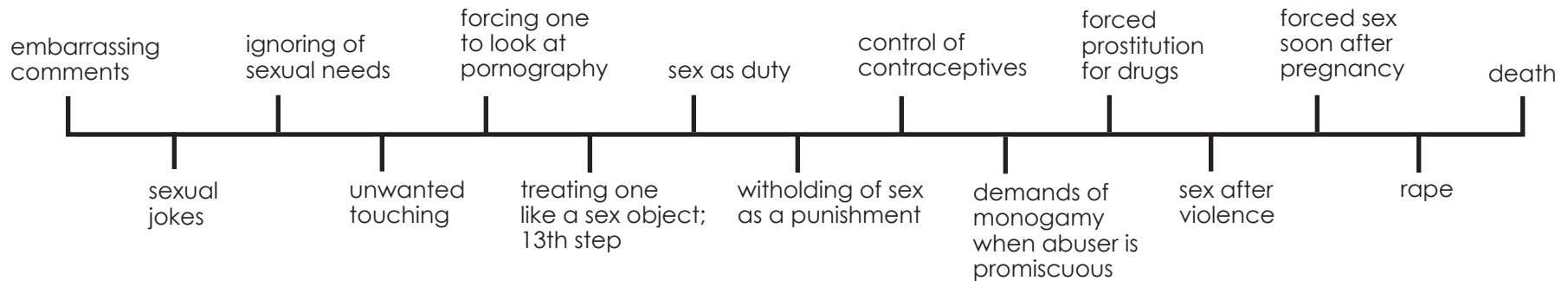


## PHYSICAL ABUSE

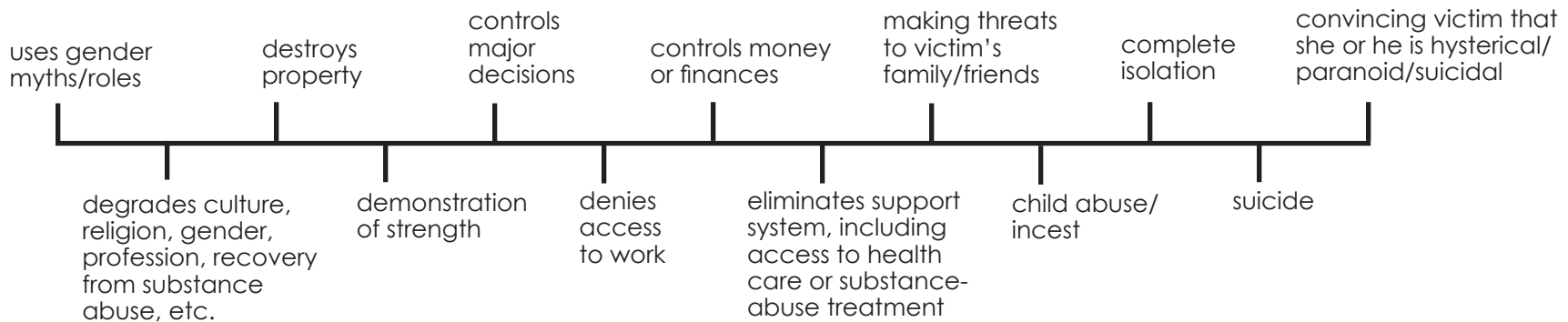


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**SEXUAL ABUSE**



**SOCIAL/ENVIRONMENTAL ABUSE**



**Credit:** PATTI BLAND, NEW BEGINNINGS FOR BATTERED WOMEN AND THEIR CHILDREN, SEATTLE, WA, PRESENTED AT THE NATIONAL CONFERENCE ON CRAFTING INDIVIDUALIZED SERVICES FOR WOMEN: RESPONDING TO MULTIPLE CHALLENGES OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, MENTAL HEALTH CONCERNS AND SUBSTANCE ABUSE, HOSTED BY THE NATIONAL TRAINING CENTER ON DOMESTIC AND SEXUAL VIOLENCE, AUSTIN, TEXAS, SEPTEMBER 10-12, 2001.

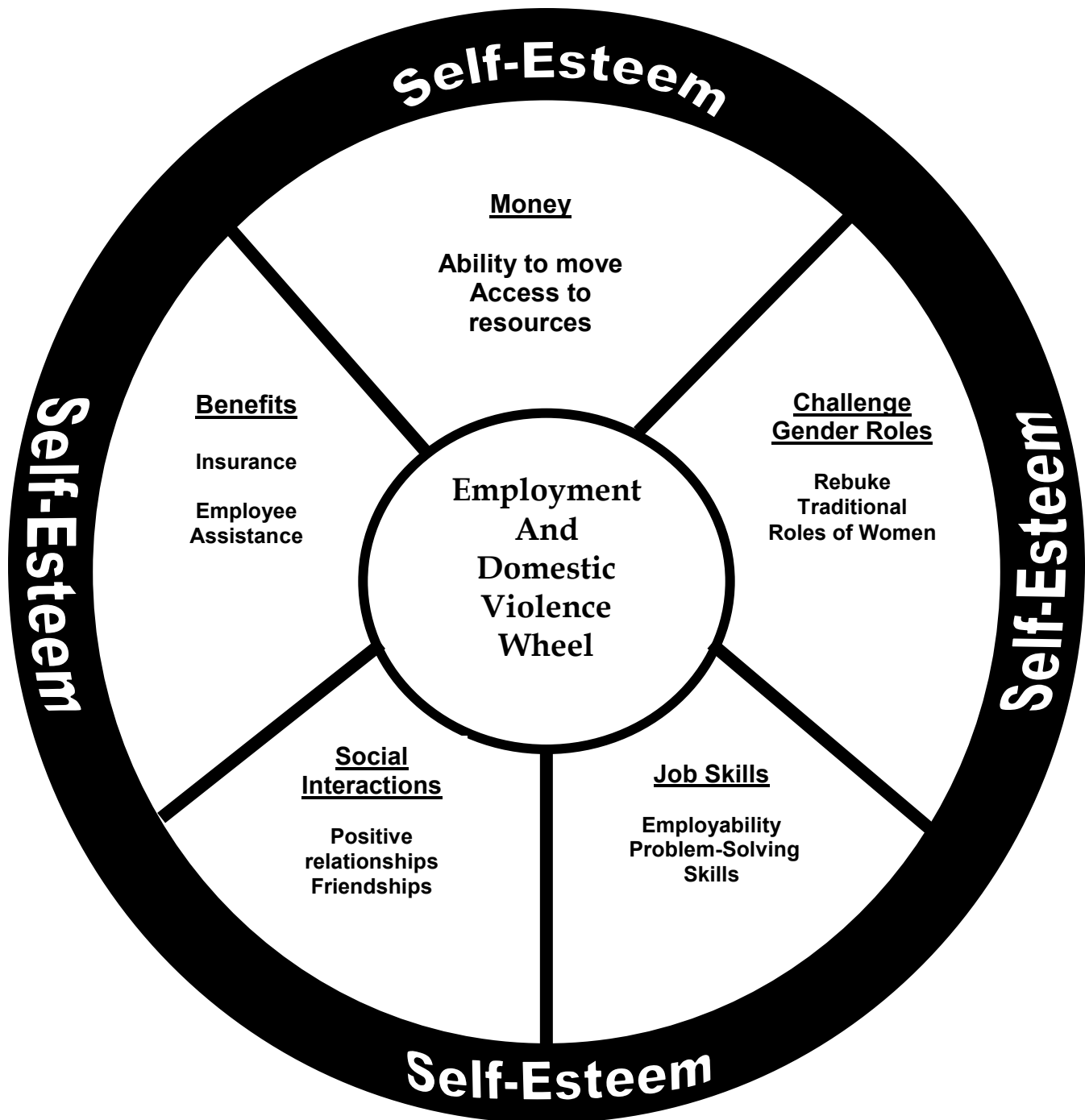
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**NATIONAL CENTER**  
**on Domestic and Sexual Violence**  
training • consulting • advocacy

7800 Shoal Creek, Ste 120-N • Austin, Texas 78757  
tel: 512.407.9020 • fax: 512.407.9022 • www.nodsv.org

# Domestic Violence and Employment Wheel



Peace at Work 2005

Adapted from the Duluth Domestic Violence Project's Power and Control Wheel

# **Domestic Violence and Employment Wheel**

The Domestic Violence and Employment Wheel describes how a job can act as a “protective factor” to help prevent abuse. It illustrates the benefits that work provides to victims and conversely the reasons why abusers try to prevent the victim from being employed. While being “gainfully employed” does not prevent abusive relationships in every situation, a job does provide the key support systems that can help an individual avoid or leave abusive relationships.

## **Money**

Especially when the victim and abuser cohabitate, money may provide the victim the literal means to leave the abusive relationship. Getting the taxi or gas to travel to a hotel room or another city requires financial resources. Establishing a new place to live may include a down payment for mortgage or rent, setting up utilities and other costs of moving possessions. Civil legal actions, medical bills and other services require resources which would be difficult for a person financially dependent on the abuser. Money simply provides flexibility and more options for victims.

## **Job Skills**

Just by being employed, victims are gaining skills that make them more independent. Every job provides a person with problem solving skills which will have direct application towards their efforts to be independent. While employed, new skills are developed which allow for promotion and advancement. Having a consistent work history is more attractive to potential employers. If a victim chooses to relocate, these skills make it easier for them to begin their life anew.

## **Benefits**

While support services vary, employment often offers programs such as Employee Assistance Programs, Occupational Health, Wellness and Security. It is these services which may provide contact with the local community victim service agency. Just as important is the additional financial support of health care and disability insurance which may include mental health services.

## **Challenge Traditional Roles**

While not a benefit per se, employment does challenge stereotyped gender-roles. As domestic violence often impacts women, it is the conventional position that men should be the “bread-winners” while the women stay at home. It is this perpetration of male dominance that denies women the right to obtain meaningful and rewarding employment. While there have been strides in ending such discrimination, this view is still held to deny a woman’s right to work. When victims do work, it often still the woman’s responsibility to care for the house-hold (laundry, cooking, cleaning, care of children) and lapses of such often become the excuses for the violence and the demand for her to quit.

## **Social Interaction**

While abusers commonly use isolation as a means to control, employment provides the victim opportunity to find friends and be exposed to positive relationships. Supervisors and co-workers can offer praise and encouragement, a different message from the criticism and put-downs that the victim often continually hears from the abuser. Friendship is a powerful support mechanism in that it can offer a listening ear, advice, encouragement, a place to stay and other assistance.

## **Self-Esteem**

All of these components, including the simple fact that they are employed, provide a victim with building blocks for greater self-esteem. Having a position and being part of an organization, no matter the title or company, gives a person a sense of identity. Knowing that they have a role, responsibility and a place that they are needed, a victim may recognize their own self-worth. Combined with money in the bank, employability, belief that they have the right to work and knowing others who respect and care for them, a victim is more likely to refuse the abuse that endangers their well-being and even their life.

## HANDOUT 2-1 “RESPONDING DO’S AND DON’TS”

### 1. Listening and Supporting the Victim

DO	DON'T
<p>Find an <b>appropriate time and place</b> to talk, and ensure privacy.</p>	<p>Have this discussion in a place <b>where others can see or hear</b></p>
<p>Show <b>support and concern</b>.</p> <ul style="list-style-type: none"> <li>• “You don't seem like yourself lately. Is something going on?”</li> <li>• "I'm concerned about you. Is everything ok?"</li> </ul>	<p><b>Blame or shame</b> the employee.</p> <ul style="list-style-type: none"> <li>• "You're creating problems for the whole team because you're always late and missing deadlines."</li> </ul>
<p>Focus on the employee’s <b>work-related behavior in a non-invasive way that doesn't make assumptions</b>.</p> <ul style="list-style-type: none"> <li>• “You have been late to work which isn't like you. Is something happening?”</li> <li>• "You seem really distracted and you've missed some deadlines."</li> </ul>	<p>Make <b>invasive comments and assumptions</b>.</p> <ul style="list-style-type: none"> <li>• "Is your husband hitting you?"</li> <li>• "Are you having problems with your girlfriend?"</li> <li>• "You keep showing up to work late without any explanation."</li> <li>• "You've been slacking off lately"</li> </ul>
<p>Give the employee a <b>choice</b> whether to disclose, and an <b>opportunity to explain</b> their performance.</p>	<p><b>Demand</b> an explanation.</p>
<p><b>Listen without judging</b></p> <ul style="list-style-type: none"> <li>• Victims often believe the perpetrator's negative messages and feel ashamed, inadequate, and afraid of being judged.</li> <li>• "I'm sorry this is happening"</li> <li>• "This is not your fault"</li> </ul>	<p><b>Act like you know everything and offer unsolicited advice</b></p> <ul style="list-style-type: none"> <li>• Why don't you just leave?</li> <li>• Why didn't you call the police?</li> <li>• What did you think would happen when you went home with someone you barely knew?</li> </ul>
<p><b>Leave the “door open”</b> (as in you are available to help in the future) – especially if she/he chooses not to disclose</p> <ul style="list-style-type: none"> <li>• "I'm here if you need me; I care about you"</li> </ul>	<p><b>Foreclose further help</b></p> <ul style="list-style-type: none"> <li>• "Well, I offered to help, but since you won't tell me what's going on, I can't do anything."</li> <li>• "Don't be surprised if I have to fire you."</li> </ul>

## 2. Assessing Workplace Risk/Safety

DO	DON'T
<p>If the employee asks, be <b>able to provide information about contacting law enforcement</b> so that he/she can assess their options.</p>	<p>Tell the survivor <b>what they have to do</b>.</p> <p><b>Try to “fix” him/her</b> – they are not broken.</p> <ul style="list-style-type: none"> <li>You are not the expert on her/his life</li> <li>You may increase his/her danger by making suggestions that could be unsafe</li> </ul>
<p>If there is a direct threat to the workplace, tell the employee that you will need to <b>take action to protect everyone</b>. Discuss with employee what action you plan to take, who you must tell and who they want you to tell.</p> <ul style="list-style-type: none"> <li>"Do you think there is a threat to the workplace"</li> <li>"Do you think that person will come here? Are we in danger"</li> </ul>	<p><b>Take away a survivor's agency by forcing them</b> to do something, or taking action without telling them. Doing so could increase the danger to them and/or the workplace.</p>
<p><b>Ask if they need any changes</b> in the workplace to do their job and stay safe (i.e., accommodations)</p>	<p>Tell the employee <b>they are suspended, or that they are on administrative leave</b> until they "fix the problem"</p> <p><b>Fire the survivor</b> in the belief that the problem will go away if you remove the survivor from the workplace.</p>



### 3. Formulate a Workplace Plan

DO	DON'T
<p><b>Work with the employee</b> to determine what kind of assistance they want or need.</p> <ul style="list-style-type: none"> <li>• "What do you need?"</li> <li>• "What can I do to help?"</li> </ul>	<p><b>Put the burden on the employee to "fix" the problem</b> by not coming to work, or forcing them to report to the police or get an order of protection.</p>
<p><b>Inform the employee of the hospital policy</b> regarding DV/SV/Stalking and safety.</p> <ul style="list-style-type: none"> <li>• "Did you know the hospital has a policy addressing these issues?"</li> </ul>	<p><b>Assume they know</b> about hospital policy and procedures.</p>
<p>Inform the employee of any requirements under hospital policy that <b>require you to report information and to whom.</b></p> <ul style="list-style-type: none"> <li>• "If you need time off/schedule change/etc, you need to make a request to ____"</li> <li>• "Once you make a request I have to tell ____"</li> <li>• "If another employee is the perpetrator, I have to report this to ____ and HR will conduct an investigation."</li> </ul>	<p><b>Don't just tell the employee to talk to HR.</b></p>
<p>Inform the employee about the <b>specific accommodations available.</b></p> <ul style="list-style-type: none"> <li>• change work location</li> <li>• change work hours/shift</li> <li>• use different entrances and exits to workplace</li> <li>• change telephone extension</li> <li>• permit time off to go to court, talk to the police, seek medical attention, get legal advice, counseling</li> </ul>	<p><b>Wait for them to ask for something.</b></p>

#### 4. Provide Information

DO	DON'T
<p><b>Offer contact information for in-house resources</b>, including a contact at HR, ICM, or EAP.</p> <ul style="list-style-type: none"> <li>"If you need someone to talk to about what you're going through, or get some advice on what to do, here are some numbers here at the hospital for ICM and EAP. It's confidential and they can help."</li> </ul>	<p><b>Claim you don't know</b> a way to help them. While it's not your job to be an expert on violence or to address this person's non-workplace issues, it is your job to know who the experts are in the hospital and in the community, and to give the victim contact information for them.</p> <ul style="list-style-type: none"> <li>"I don't know anything about this, I can't help you."</li> </ul>
<p><b>Offer contact information for community resources/hotlines.</b></p> <ul style="list-style-type: none"> <li>"If you need someone to talk to about what you're going through, or get some advice on what to do, here are some numbers for experts in the community. It's confidential and they can help."</li> </ul>	<p>(Same as above)</p>
<p>End conversation with <b>sympathy and respect</b>:</p> <ul style="list-style-type: none"> <li>Thank you for opening up to me</li> <li>Summarize/review the plan</li> <li>Has this been helpful?</li> <li>Do you have what you need?</li> <li>Are you feeling safe?</li> <li>If not, what can I do to help you feel safer?</li> <li>I'm here if you need me</li> </ul>	<p><b>End abruptly</b> without leaving time for questions or summarizing the plan.</p>

## HANDOUT 2-4 “RESOURCES”

**Updated January 2016**

### DOMESTIC VIOLENCE AND ABUSE RESOURCES IN BALTIMORE CITY AND BALTIMORE COUNTY, MARYLAND

#### COMPREHENSIVE DOMESTIC VIOLENCE AGENCIES & HOTLINES

**House of Ruth Maryland:** Baltimore City  
24-hour: 410-889-RUTH (7884)

**TurnAround Inc:** Baltimore County and City  
24-hour: 443-279-0379; Office: 410-377-8111

**Family Crisis Center:** South East Baltimore County  
Office: 410- 285-4357; Shelter: 410-285-7496

**Family & Children Services:** Western Baltimore  
County  
410- 281-1334

**DV/Sexual Assault Hotline:** Baltimore County  
24-hour: 410-828-6390

**National Domestic Violence Hotline**  
24-hour: 1-800-799-7233

#### DOMESTIC VIOLENCE LEGAL ASSISTANCE

**Women’s Law Center:**  
Balt. City: 410-783-0377; Balt. County: 410-887-3162

**House of Ruth Legal Clinic:** Statewide  
410-554-8463

**Domestic Violence Legal Advocates:**  
Baltimore County: 410-853-3030

**State’s Attorney’s DV/ Family Violence Units**  
Balt. City: 410-396-7444; Balt. County: 410-887-6610

**Maryland Legal Aid**  
Balt. City: 410-951-7777; Balt. County: 410-427-1800

#### CHILD ABUSE

**DSS Child Protective Services**  
Balt. City: 410-361-2235; Balt. County: 410-853-3000

**Baltimore City Child Abuse Center**  
410-396-6147

**Care Clinic at University of Maryland**  
410-706-1703

**Family Tree/Parents Anonymous**  
1-800-243-7337

#### ELDER / VULNERABLE ADULT ABUSE

**DSS Adult Protective Services**  
Balt. City: 410-361-5000; Balt. County: 410-853-3000

**Maryland Department of Aging**  
1-800-243-3425

**CHANA SAFE (Stop Abuse of Elders) Program:**  
410-234-0030

#### SEXUAL ASSAULT / ABUSE

**TurnAround Inc:** Baltimore County and City  
24-hour: 443-279-0379; Office: 410-377-8111

**Mercy Medical Center:** Balt. City Forensic  
Sexual Assault Exams Emerg. Dept: 410-332-9477 or 9494

**GBMC:** Balt. County Forensic Sexual Assault  
Exams  
Office: 443-849-3323; Emerg. Dept: 443-849-2226

**RAINN:** Rape Abuse Incest National Network  
1-800-HOPE//rainn.org //en Español:  
ohl.rainn.org/es/



**DOMESTIC VIOLENCE: SPECIAL POPULATIONS**

**CHANA:** Jewish victims of domestic violence and Elder Abuse Program: 410-234-0023

**Adelante Familia:** Servicios en Español 410-732-2176

**MEDОВI Project:** Foreign born victims of DV 410-396-3294

**Tahirih Justice Center:** Foreign born victims of DV 410-999-1900

**Deaf Addiction Services of Maryland**  
Voice: 443-462-3416; TTY: 443- 462-3089

**MISCELLANEOUS RESOURCES**

**Mental Health Crisis Response Teams**  
Balt. City: 410-433-5175; Balt. County: 410-931-2214

**Criminal Injuries Compensation Board**  
410-585-3010 or 1-888-679-9347

**VINE:** Offender custody status: 1-866-634-8463; Protection Order Status: 1-877-846-3420

**Strangulation Treatment and Forensic Exam:**  
Mercy: 410-332-9477; NW Hospital: 410-496-7555; GBMC: 443-849-3323

**Throughout Maryland: 1<sup>st</sup> Call for Help: Dial 211**

**TRANSITIONAL HOUSING RESOURCES**

**BALTIMORE CITY**

**St. Ambrose: Housing Aid Center**  
410-366-8550  
317 E. 25th Street Baltimore, MD 21218  
Transitional housing & residential programs for pregnant & parenting teens

**YWCA of the Greater Baltimore Area: Druid House**  
410-685-1460  
1800 N. Charles St, Suite 904 Baltimore, MD 21201  
Transitional housing, educational programming, job readiness, intake assessment referral

**YWCA of Central Maryland: Geraldine Young Family Life Center**  
410-728-1600  
1621 Druid Hill avenue Baltimore ,Maryland 21217  
Transitional housing, educational programming, head start, job readiness,

**Christ Lutheran Place**  
410-752-7179  
701 S. Charles Street Baltimore, MD 21230  
Transitional housing & support services for the homeless

**Catholic Charities: Project FRESH Start (ACC)**  
410-547-5490  
2305 N. Charles Street Baltimore, MD 21218  
Transitional & permanent housing, case management, educational programming & vocational services for women

**20th Street Hope House**  
410-837-0209  
108 E. 20th Street Baltimore, MD 21218  
Transitional housing & outreach services; Programs to assist drug & alcohol abusers, homeless, HIV positive, mentally disabled, women with children, & low income





intake-assessment-referral, & domestic violence counseling, etc.

**Temple House**

410- 462-1876

802 N. Fulton Avenue Baltimore, MD 21217  
Transitional housing, residential programs for pregnant & parenting teens

**St. Vincent de Paul: Cottage Avenue Community**

410-728-8741

2601 Ulman Avenue Baltimore, MD 21215  
Transitional housing program designed to help families make the transition from emergency shelters to permanent housing & self-sufficiency

**Project F.R.E.S.H.**

410-261-6777

*No address information available*

Transitional program for single-parent families, with an emphasis on financial independence

**Love Center for Women & Children**

443-438-3086

100 E 23rd St Baltimore, MD 21218  
Emergency shelter, transitional housing, legal assistance, eviction prevention, & counseling

families

**Carrington House (JHR)**

410-947-7900

3500 Clifton Avenue Baltimore, MD 21216  
Transitional housing & support services for the homeless

**Damascus Career Center (ACC)**

410-354-7507

806 Cherry Hill Road Baltimore, MD 21225  
Transitional housing & support services for the homeless, including job training & placement, counseling, & Head start programs

**2 God B the Glory, Inc.**

*No phone number available*

P.O.Box 67254 Baltimore, Md, 21215  
Women and Women & Children Transitional Supportive Housing Program

**Gabriel Network**

1-800-264-3565

2137 Defense Hwy Crofton, MD 21114  
Maternity housing, shelter & referrals for women and families facing crisis pregnancies

**IMPROVING SAFETY AND RESPECT IN THE WORKPLACE**  
**HOSPITAL STAFF TRAINING**  
**POST-TEST**

Please mark anywhere along the line with an "X" that best represents your level of understanding or knowledge. Your answers will remain anonymous.

1. I understand what sexual harassment, sexual assault, stalking, and domestic violence are.

Not at all       Sort of       Yes! A lot

2. I can recognize the signs that an employee has experienced violence or harassment.

Not at all       Sort of       Yes! A lot

3. I can recognize the signs that an employee is committing an act of violence or harassment.

Not at all       Sort of       Yes! A lot

4. I know what our **company's policies** are regarding violence and harassment.

Not at all       Sort of       Yes! A lot

5. I know what to do if I learn that an employee is experiencing violence or harassment at work or at home.

Not at all       Sort of       Yes! A lot

6. I know what to do if I learn that an employee is committing an act of violence or harassment at work or at home.

Not at all       Sort of       Yes! A lot

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**HELP US GIVE A BETTER TRAINING!**

**7. Something I learned today that I will use at work is:**

**8. Something I wish you had talked more about is:**

**9. Is there anything else you would like to tell us about the training?**

**Thank you!**

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This project was supported by Grant No. 2012-TA-AX-K055 awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.



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