

# Your Personal Safety Intervention Order Hearing

## IMPORTANT INFORMATION FOR COURT USERS

Issued March 2022

### Changes to the court hearing process from 21 March 2022

**Protected persons** (the person applying for, or to be protected by the order) can take part in the court hearing in different ways – online or in person. Please use the pre-court information form to tell us how you want to take part in the court hearing. The court will prioritise your preference where safe and practical to do so.

The **respondent** (the person the order is against) must attend the court hearing in person unless otherwise directed by the court.

### What do I need to do?

You must contact us at least **seven days** before the court hearing to help us prepare your case for court. The information you provide will ensure that we have your current contact details and that where possible we can connect you with legal and support services to help you prepare for court.

If you do not contact us before the court hearing day, the court may hear and determine your matter in your absence.

### COVID-19 safety at court

If you have **COVID-19 symptoms** or are **waiting on the results of a COVID-19 test** you **must not** attend the court physically, please [contact your local court](#) to request alternate arrangements as soon as possible.

### How do I contact the court before my hearing?

You can:

- complete the attached [pre-court information](#) form and provide it to the court where your matter is listed; or
- call or email the court where your case is listed. You can find the contact details for your local court on [our website](#).



The court can organise a telephone interpreter to assist you.

Please advise the court if you need an interpreter.

### Dispute Settlement Centre Of Victoria

We encourage you to contact the Dispute Settlement Centre of Victoria (DSCV) before you attend court. The DSCV provides free mediation services to people involved in a PSIO application and can help you to try to resolve your matter before going to court. For more information, please visit the [DSCV website](#).

### Where can I get legal advice?

You are encouraged to get legal advice before your court hearing. The following legal services may be able to provide some free legal advice, or you can contact a private lawyer in your area:

Victoria Legal Aid	<a href="http://www.legalaid.vic.gov.au">www.legalaid.vic.gov.au</a>	1300 792 387
Community Legal Centre	<a href="http://www.fclc.org.au">www.fclc.org.au</a>	1300 792 387
Victorian Aboriginal Legal Service	<a href="http://www.vals.org.au">www.vals.org.au</a>	1800 064 865
Djirra Legal Services	<a href="http://www.djirra.org.au">www.djirra.org.au</a>	1800 105 303
LGBTIQ+ Legal Service	<a href="http://www.lgbtiqlegal.org.au">www.lgbtiqlegal.org.au</a>	03 7037 3208

## PSIO pre-court information

Please complete this form and return it to the court at least seven days before your court hearing, otherwise [contact your local court](#).

## About the court hearing

Please provide the court hearing details if you know them. If you don't know the court hearing details, we will use your contact details to locate the court hearing information.

<b>Case number</b> (if known)		<b>Court date</b> (Date of hearing)	
<b>Court location</b>			
<b>I am the:</b>	<input type="checkbox"/> <b>Protected Person</b> (the person applying for, or to be protected by the order)		
	<input type="checkbox"/> <b>Respondent</b> (the person the order is against)		
	<input type="checkbox"/> <b>Respondent</b> (the person the order is against) in a cross application		

### Please provide the name of the other party involved in this matter

*This is to help the court locate your matter if you have not provided a case number*

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## Your contact details

<b>Name:</b>		<b>DOB:</b>	
<b>Preferred name:</b>			
<b>Phone</b>		<input type="checkbox"/> <b>My number is confidential</b>	
	<b>Does the other person know your phone number?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Email</b>		<input type="checkbox"/> <b>My email is confidential</b>	
	<b>Does the other person know your email address?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	
<b>Address</b>		<input type="checkbox"/> <b>My address is confidential</b>	
	<b>Suburb</b>	<b>Postcode</b>	
	<b>Does the other person know your address?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure	

**The safest way to contact me is by:**       Phone       Email       Mail

Please note: If the court is contacting you by phone, this will occur between 9am and 5pm Monday to Friday

## Victoria Police applications

*If you are the protected person and the police have applied for the intervention order, you are not required to attend the court hearing in person if you are contactable by police on the day of the court hearing. Use this form to tell us how you want to take part in the court hearing – online or in person.*

Did the police apply for the personal safety intervention order?       Yes       No       Unsure

If **yes**, have you spoken to the police about your upcoming hearing?       Yes       No       Unsure

IF YOU HAVE ANY QUESTIONS ABOUT THIS FORM PLEASE CONTACT YOUR LOCAL COURT

\* Information filed with the court forms part of the court file and may be used to assist service of any court documents

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## Representation

Is a lawyer helping you with this matter?

Yes  No

If **yes**, please provide their details

Name:

Law firm:

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## Dispute Settlement of Victoria

Have you spoken to the Dispute Settlement Centre of Victoria about this issue?

Yes  No

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## Do you need to attend the court hearing? – protected person

*Please complete this section if you are the protected person.*

**Respondents do not complete this section.** Go to 'Going to the court hearing – respondent'

*If police have applied for an order to protect you*

*If you have spoken with police and agree with the application, you can choose not to take part in the court hearing in person if you are contactable by police on the day of the court hearing.*

*If you don't agree with the police application, you should attend your court hearing.*

*Please note that if the police started the personal safety intervention order application, they may still ask for an order without your approval. It is recommended you contact the court if you no longer want an order against the respondent*

*If you are applying for an intervention order (applicant) or need an order to protect you (protected person)*

*You will need to appear in the court hearing to tell the court you want an order. You can choose to attend the court hearing online or in person at the court location.*

How do you want to take part in (attend) the court hearing?

Online *If you want to take part online, you need to be able to appear from a place where you feel safe, that is private and has access to technology, for example a computer and stable internet connection*

In person *You will need to attend the court venue. Available options for support at the court venue can be discussed with the registrar.*

Is there anything else you want the court to know to help you take part in the court hearing?

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Are you applying to have the court hearing moved to a later date?

Yes  No

*The court will decide if it can move the court hearing. If there is a temporary intervention order in place, this will continue until the next hearing date.*

**IF YOU HAVE ANY QUESTIONS ABOUT THIS FORM PLEASE CONTACT YOUR LOCAL COURT**

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If **yes**, why do you need to move the court hearing date?

Reasons for moving the court hearing date may include medical reasons etc. Please [email your local court](#) with evidence (medical certificate) supporting the reason you want the court hearing date moved. **Please Note:** Any orders in place will continue to the new date.

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## Going to the court hearing – respondent

**Respondents** must attend the court hearing in person unless otherwise directed by the court. The magistrate may hear and determine the intervention order application in your absence if you don't take part in the court hearing. **Protected persons** do not complete this section, please refer to 'Support services at court'

Is there any reason you cannot attend the court hearing in person?  Yes  No  
If **yes**, please contact your local court as soon as possible.

Do you need to apply to have the court hearing moved to a later date?  Yes  No  
**There is no guarantee that the hearing can be moved. The court will decide if it can move the court hearing.** If there is a temporary intervention order in place, this will continue until the next hearing date.

If **yes**, why do you need to move the court hearing date?  
Reasons for moving the court hearing date may include medical reasons etc. Please [email your local court](#) with evidence (medical certificate) supporting the reason you want the court hearing moved.

Do you agree to a final intervention order being made against you?  Yes  No  Unsure  
 Waiting for legal advice  
You can agree to a final intervention order being made against you, without admitting to the allegations in the family violence intervention order application.

## Support services at court

Do you need an interpreter at the court hearing?  Yes  No  
The court can request an interpreter if you ask for one. This is a free service.

If **yes**, what type of interpreter do you require?  
E.g., Vietnamese, AUSLAN

Are you, or someone involved in the court hearing lesbian, gay, bisexual, trans and gender diverse, intersex, queer or questioning (LGBTIQ+)?  Yes  No  Unsure  
 I don't want to say  
We may be able to connect LGBTIQ+ clients with services that meet the needs of LGBTIQ+ communities.

If **yes**, **unsure** or **I don't want to say** would you like to talk to a LGBTIQ+ family violence practitioners if available?  Yes  No

You can read more about what the LGBTIQ+ family violence practitioners on [our website](#).

**Consent to share information**  Yes  No

If you have said **yes** to any of the support services above, do you agree to the court sharing the information in this form with the selected support services?

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