

## JUVENILE JUSTICE TERMS

**ADJOURNMENT:** A delay asked for by the judge or either side. The judge must agree to the delay.

**ADJUDICATION:** The trial of the juvenile offender.

**DISPOSITIONAL HEARING:** A hearing at which the court decides placement, counseling or other remedial actions to be taken with the juvenile offender.

**INQUIRY:** An informal hearing between the family court intake caseworker, juvenile offender and parent(s).

**INTAKE DEPARTMENT:** Decides whether formal or informal intervention with the juvenile offender will be taken.

**MOTION:** Court hearing to answer legal questions.

**PRE-TRIAL:** Meeting between lawyers to see if the case can be settled without going to trial or to see if all parties are ready for trial.

**PRE-TRIAL HEARING:** An informal proceeding in which the juvenile &/or parents and attorney are informed about the allegations in the [petition](#).

**PROBATION:** A sentence that places the juvenile offender under the supervision of a probation officer.

**RESTITUTION:** An amount of money set by the Court to be paid to the victim of a crime for property losses or injuries caused by the crime.

**SUBPOENA:** A legal order which requires a person to appear in Court to testify as a witness.

## IMPORTANT CRIMINAL JUSTICE TELEPHONE NUMBERS

**Prosecutor's Office - Family Division**  
1400 Gull Road  
Kalamazoo, MI 49048  
(269) 385-6062

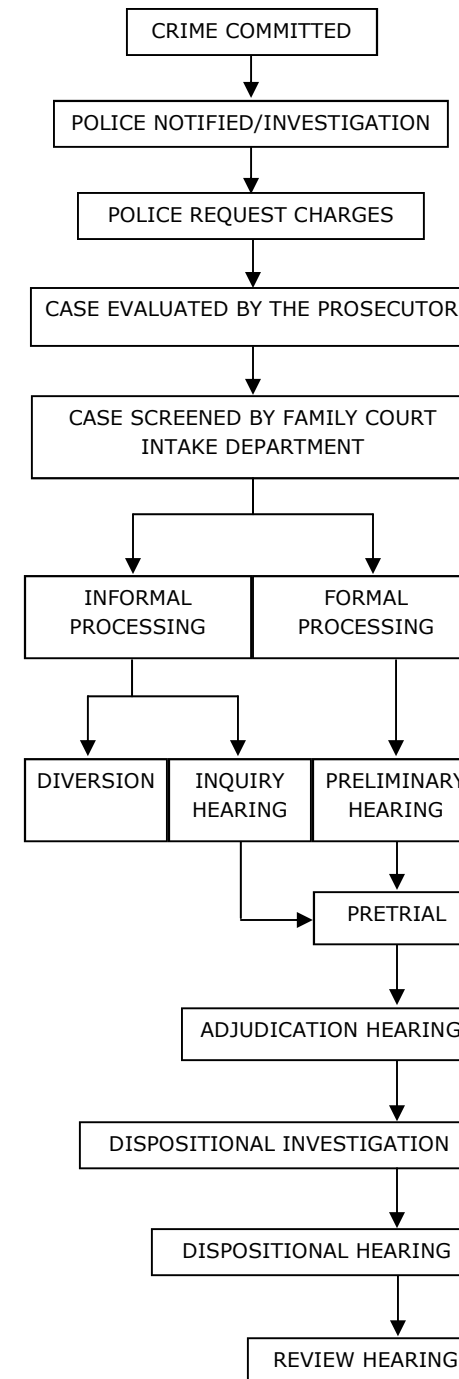
**Kalamazoo County Juvenile Home**  
1424 Gull Road  
Kalamazoo, Michigan 49048  
(269) 385-8550

**9th Circuit Court—Intake Department**  
1400 Gull Road  
Kalamazoo, Michigan 49048  
(269) 385-6000

**Michigan Department of Human Services (DHS)**  
322 E. Stockbridge Avenue  
Kalamazoo, Michigan 49001  
(269) 337-4900

**Crime Victim Services Commission  
Michigan's Dept. of Community Health**  
320 S. Walnut  
Lansing, Michigan 48913  
(517) 373-7373  
(877) 251-7373 (TOLL FREE)

## FAMILY COURT PROCEDURE



# JUVENILE CRIME VICTIM ASSISTANCE

## 385-6062

- **LEGAL RIGHTS**
- **INFORMATION**
- **FINANCIAL AID**
- **SUPPORT**
- **EMERGENCY SERVICES**

I am sorry to learn that you have become the unfortunate victim of a juvenile offense.

We recognize that you may be unfamiliar with court procedures and the law. To help you overcome your concerns, and to answer questions you may have, I encourage you to read this brochure and contact my Juvenile Victim/Witness Program. My staff will do all they can to help you.

Sincerely,

Jeffrey R. Fink  
Prosecuting Attorney



## JUVENILE VICTIM ASSISTANCE

We realize being a victim of a juvenile offense can be very difficult for most people. Victim Assistance is an effort to help you return to your normal way of life. We provide the opportunity for you to express your worries and problems, and offer help.

### Our services include:

- Providing information and help in filing for Michigan Crime Victim's Compensation.
- Helping with emergency services such as food, shelter and clothing.
- Making referrals to other community agencies for additional help.
- Giving information on how the court works and case status.
- Accompanying a victim to court, upon their request.
- Providing and assisting with Victim Impact Statements.
- Providing information and assistance in obtaining restitution
- Informing the community about victims' rights.

**If you are intimidated or threatened with physical violence by the juvenile offender, CONTACT THE POLICE IMMEDIATELY.**

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If you are in need of further assistance, contact the **JUVENILE VICTIM/WITNESS PROGRAM:**

**(269) 385-6062**

## LEGAL RIGHTS

Under the Crime Victims Right Act of 1985, you have the right to:

- Be present during the entire trial unless you are to be called as a witness.
- Be free from threats or acts of discharge from your employer because you are subpoenaed or requested by the Prosecuting Attorney to testify in court.
- Be provided with a waiting area separate from the juvenile offender, the offender's family, and offender's witnesses.
- Consult with the Prosecuting Attorney to give your views about the disposition of this crime
- Receive the name of the person to contact regarding information about your case.

### You also have the right to:

- Receive notice of any scheduled court proceeding.
- Confer with the Prosecuting Attorney prior to the judge, referee, or jury trial.
- Receive written notice of the juvenile offender's final disposition.
- Have your written impact statement included in the pre-sentence report.

## POST SENTENCE RIGHTS

Victims are entitled to additional rights if the juvenile offender appeals their conviction. Further information will be provided to you at that time.

## VICTIM COMPENSATION

The Michigan Crime Victims Compensation Act provides financial help to crime victims who are hurt or lose earnings or support because of the crime. Victim Assistance will help with any questions you might have. Applications are available by contacting us at:

### JUVENILE VICTIM/WITNESS PROGRAM

Kalamazoo County Prosecutor's Office  
1400 Gull Road  
Kalamazoo, MI 49048  
(269) 385-6062

## TO RECEIVE COMPENSATION

- The crime must have happened in the State of Michigan.
- The crime must be reported to the police within 48 hours and the victim must cooperate with the investigation and prosecution.
- A person must have at least a \$200 out-of-pocket medical expense and/or loss of two continuous weeks of earnings or support.
- The claim must be filed within one year from the date of the criminal injury.
- In the case of death, a claim may be filed by a family member
- Expenses or losses that are covered by personal insurance or that can be paid by another source will not be covered.
- **PROPERTY LOSS IS NOT COVERED.**

Applications may also be obtained from the:

**Crime Victim Services Commission**  
Michigan Dept. of Community Health  
320 S. Walnut; Lansing, MI 48913  
(517) 373-7373

## TESTIFYING

**TELL THE TRUTH.** The single most important piece of advice is tell the truth.

**DRESS NEATLY.** It is important that you look good in court.

**BE PREPARED.** Think about the questions you may be asked and your answers. Contact our office one week prior to the trial to review your case.

**STICK TO THE FACTS.** The Judge wants to hear only the facts as you know them to be, not what someone else told you.

**RELAX. SPEAK CLEARLY.** You have nothing to fear when giving truthful answers. When you are asked questions, give the Judge your answer as clearly as possible.

## COURTROOM PROCEDURES

- One of the basic rules in a criminal case is that both sides have the chance to question the witness. Questions asked by both sides have the same goal: to find out what is true.
- Don't let the defense lawyer upset you. It may seem at times he/she is trying to pin you down, but he/she has the right to test how many of the facts you know and remember.
- Answer all questions to the point. It is the responsibility of each lawyer to bring out the truth by asking questions.
- If you can answer a question with a single yes or no, do so. Answer only the questions asked. Do not volunteer additional information.
- If you do not know the answer to a question, say so.
- If you do not understand or did not hear the question, ask that it be explained or repeated.
- If either lawyer raises an objection, stop speaking at once. After the Judge has ruled, you will be asked to go on.