

# Reporting requirements – all victim types

We can give financial assistance to eligible victims of violence, but the violence must be reported **before** you apply.

**If you are not a special primary victim, the violence must be reported to police.** You can report violence to Queensland Police Service yourself or someone else may be able to report it.

## Special primary victims

A special primary victim is a person who:

- is or was a child when the violence happened
- has impaired capacity
- is being threatened or intimidated by the offender or someone else

Victims of the following offences are also special primary victims:

- sexual offences
- offences committed by a person in a position of power, influence, or trust
- domestic violence that happened after 1 July 2017.

## Special primary victim reporting requirements

Before applying for financial assistance, a special primary victim can report the violence to:

- a police officer
- a doctor
- a psychologist
- their counsellor
- a worker in a domestic violence service.

All other victims must report the violence to police **before** applying for financial assistance.

## Supporting information

If you **reported to police**, you need to tell us what station you reported to and the QP number by completing the relevant section of the application form. You don't need to provide a copy of your statement or any other police documents. We'll get these directly from police.

If you are a **special primary victim**, you need to tell us which service/agency you reported the violence to by completing the relevant section of the application form. The service/agency needs to:

- complete a special primary victim report, or
- provide a letter, medical records or case notes that tell us:
  - » the date you first reported the violence to the worker
  - » the date (or date range) the violence happened
  - » a description of what happened
  - » the name of the offender (if known)
  - » details of any injuries and adverse impacts that were directly caused by the act of violence.

The Special Primary Victim Report template is available at:

<https://www.publications.qld.gov.au/dataset/applying-for-financial-assistance-victims-of-crime>

### **Other factsheets you may need**

You should also read the following instructions:

- Providing information about your injuries
- Prove your identity when you apply

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*All instructions, forms and reports talked about in this factsheet are available at [www.qld.gov.au/victimsapply](http://www.qld.gov.au/victimsapply).*

*If you do not have internet access, please call 1300 546 587 during business hours and request the information via post.*

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