



# DEPARTMENT OF DEFENSE SEXUAL ASSAULT PREVENTION AND RESPONSE OFFICE



## Case Management Group Meeting: Prep Checklist for Chaplain

Please use this checklist to prepare for monthly SAPR Case Management Group (CMG) meetings.

- This checklist is not meant to be all-inclusive, but rather as a reminder of general CMG policy requirements in DoDI 6495.02, Volume 1, Enclosure 9.
- There is a detailed checklist for each CMG member (e.g. healthcare, Staff Judge Advocate). All CMG Prep Checklists are located on [www.sapr.mil/toolkit](http://www.sapr.mil/toolkit).

The chaplain presents verbal updates for the case being reviewed when appropriate and without disclosing privileged communications or violating the victim's confidentiality, as follows:

- ☐ Ensure awareness across the installation about chaplain resources, including:
  - Ongoing privileged communications with the chaplain
  - Faith-specific counseling services
  - Chaplain care accessible 24/7
  - Advocacy services that promote spiritual resilience
- ☐ Address any identified concerns regarding the victim's ability to access chaplain resources.
- ☐ Discuss any safety concerns impacting the victim for which the victim provided their consent to be discussed at the CMG meeting.
- ☐ Discuss any challenges or coordination concerns that arise with the Sexual Assault Response Coordinator (SARC), SAPR Victim Advocate (VA), or other responders.
- ☐ **Raise any other relevant issues related to the victim or the suspect.**