

Quarterly News

Winter 2018



VIRGINIA VICTIMS FUND

Helping Innocent Victims of Crime

OFFICIALLY CRIMINAL INJURIES COMPENSATION FUND

A Division of the Virginia Workers' Compensation Commission

Web: www.virginiavictimsfund.org • Mail: P.O. Box 26927, Richmond, Virginia 23261 • Phone: 1.800.552.4007 • Fax: 804.823.6905

WINNER ALEXANDRIA VICTIM/WITNESS ASSISTANCE PROGRAM!

The Virginia Victims Fund is delighted to present our 2017 Excellence in Victims Services Award to the Alexandria Victim Witness Assistance Program!

We feel that each of their staff members exemplifies compassionate skill and dedication. They are quick to



From left to right: Lizhette Collarana, Nancy Bhasin, Brienna Stammer, Judy Holl, Jack Ritchie, Greg Mitchell, Cathy Day, Jessica Buchanan

respond to requests and work proactively for the victims serve, going above and beyond in helping victims gather claim documentation. Members of this team participate in the Network's Compensation Committee, offering meaningful suggestions and feedback to strengthen the relationship between VVF and our victim witness partners. Staff members of this program reviewed translations of VVF brochures and flyers in Spanish to ensure accuracy and comprehension. We are so pleased to acknowledge this program for outstanding service, untiring dedication, and unyielding commitment to victims' services!

Contents:

- 2017 Excellence in Victims Services Award Winner!
- Come to our Open House!
- Seeking Law Enforcement Training
- Lost Wages for the Self-Employed
- Staff Changes



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VVF Open House & "Hats Off!" to Jack on his Retirement

Thursday, March 29, 2018, 2:00 p.m. - 4:00 p.m.

Celebrating our new location and Jack's retirement

333 E. Franklin St., Richmond, VA 23219

Kindly RSVP by March 22, 2018 to angelena.east@icf.virginia.gov

Light Refreshments will be served.

Mail Tip:

Any claim-relevant documents can be emailed using the main email address

info@virginiavictimsfund.org

Don't Forget:

Our fax number has changed to 804.823.6905. Our mailing address and our toll-free number will remain the same.

Main Fax: 804.823.6905 Main Email: info@virginiavictimsfund.org SAFE Fax: 804.823.6907

SAFE Email: safe@virginiavictimsfund.org Medical Provider Status Request: status@virginiavictimsfund.org

LAW ENFORCEMENT OFFICERS WANTED! VVF is trying to reach as many law enforcement officers as possible this year. Could your police department use a VVF refresher course? We can teach at roll call meetings, staff retreats, in-service sessions, or other venues. Reach out to the Training and Outreach Coordinator, Brienna Stammer, at brienna.stammer@virginiavictimsfund.org for more information or to schedule a training.

ENTERING LOST WAGES FOR THE SELF-EMPLOYED IN WEBFILE: If you are using WebFile to submit VVF applications, you should be familiar with using the “Employer” section to provide contact information for VVF to verify time missed from work due to the crime. Lately, we have received several questions about how to enter employment information for a self-employed victim. When entering employment information in WebFile [Employer], if the claimant/victim is self-employed, nothing needs to be created. The **Company Name** dropdown contains employers that are in the system already. You will often need to create a new one, but you never need to create one for “Self-Employed.” Please just put a note in the **Employment Situation** field that indicates the claimant/victim is self-employed. There are 255 characters in that field, so feel free to add other information you feel would be helpful, such as “the victim is self-employed in lawn care” or “claimant is a hairdresser who works out of her home” or “victim is a sub-contractor.” The Fund does not send Employer Report requests to self-employed individuals. A different letter is sent to request their tax returns, 1099s, etc.

The screenshot shows the 'Employer' section of a web application. It includes a 'Company Name' dropdown menu, an 'Address' section with fields for Attention, Primary, Secondary, City, State, City/County, and Zip Code, and a question 'Did the incident occur at the victim's place of employment?' with 'Yes' and 'No' radio buttons. The 'Employment Situation' field contains the text 'The victim is self-employed in lawn care.' and shows '255 characters left'. Two red callout boxes provide instructions: one on the left says 'Please do not create a Company for "self-employed."' and one on the right says 'If the claimant/victim is self-employed, please put a note to that effect in the Employment Situation field.'

