In the 2011 legislative session, HB 1789 set forth minimum requirements for Victim Impact Panels and asked the Washington Traffic Safety Commission (WTSC) to maintain a registry of qualified Victim Impact Panels.

If a Victim Impact Panel wishes to be included on this registry, the Victim Impact Panels’ Designated Facilitator must complete and sign this form and return it to the WTSC. The WTSC will post a registry on its website of VIP panels that certify to all of the requirements listed below. This registry will be updated annually in February.

Please fill out this form and email an electronic copy to Rainboe Sims-Jones at [rsims-jones@wtsc.wa.gov](mailto:rsims-jones@wtsc.wa.gov). Mail a signed original hard copy to: WTSC; PO Box 40944; Olympia, WA 98504-0944.

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| **SECTION 1** | **VIP CONTACT INFORMATION** | | |
| **Name of Panel:**  Type Name of Panel | | | **County:**  County Name |
| **Mailing Address:**  Enter Mailing Address | | **Zip:**  XXXXX-XXXX | **City:**  City Name |
| **Email Address:**  Enter Email Address | | **Website:**  Enter Web Address | |
| **Designated Facilitator (Name of Person Responsible):**  Type Name of Panel Facilitator | | | |

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| **SECTION 2** | **CERTIFICATION (check all that apply)** | | |
|  | The VIP program is at least 60 minutes long. | | |
|  | The VIP program addresses the effects of driving while impaired on individuals and families. | | |
|  | The VIP program covers alternatives to drinking and driving. | | |
|  | The VIP program covers alternatives to drug use and driving. | | |
|  | The VIP program strives to have at least two different speakers attend in person to present their stories. | | |
|  | At least one of the speakers should be a victim/survivor of an impaired driving crash. | | |
|  | The VIP designated facilitator has taken reasonable steps to verity the authenticity of the speakers’ stories. | | |
|  | The VIP has policies and procedures established to recruit, screen, and train VIP speakers. | | |
|  | The VIP provides feedback and ongoing support to the speakers. | | |
|  | The VIP charges a reasonable fee to all persons required to attend unless otherwise waived by the court. | | |
|  | The VIP has a policy to prohibit admittance of anyone under the influence of alcohol or drugs, or anyone whose actions or behavior are otherwise inappropriate. Additional admission requirements are also permissible. | | |
|  | The VIP designated facilitator maintains attendance records for at least five years. | | |
|  | The VIP designated facilitator communicates with the courts and probation departments who refer DUI offenders to this program regarding the offender’s attendance or nonattendance. | | |
|  | The VIP uses a facility that meets the requirements of the Americans with Disabilities Act (ADA), or has made a reasonable effort to use such a facility. | | |
| As the designated facilitator, I am responsible for compliance with the minimum standards listed above. | | | |
| Enter Facilitator Name | |  | Select Date. |
| **Facilitator Signature**  *Typing your name above constitutes your electronic signature on this document.* | | | **Date** |
| *For questions regarding this form, please contact Shelly Baldwin via email at* [*sbaldwin@wtsc.wa.gov*](../sbaldwin@wtsc.wa.gov)*.* | | | |