mn DEPARTMENT
OF HEALTH

Minnesota Youth Trafficking and Exploitation Identification Tool and Guide

TRAUMA INFORMED AND SURVIVOR INFORMED PRACTICES TO IDENTIFY YOUTH
WHO HAVE EXPERIENCED HUMAN TRAFFICKING OR EXPLOITATION

March 2020

Acknowledgements

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Introduction

The Minnesota Youth Trafficking and Exploitation Identification (MYTEI) Tool and Guide was developed for use in Minnesota to identify minors who have experienced or are experiencing human trafficking and/or exploitation. It was developed by a team of experts, including survivor-leaders, public health and human services representatives, direct service providers, and an American Indian-serving organization. The MYTEI Tool and Guide have been reviewed by survivors and multidisciplinary professionals statewide who work withindividuals who have experienced trafficking and have a diversity of cultural perspectives. Additionally, the tool and guide were reviewed by National Human Trafficking Training and Technical Assistance Center (NHTTAC) consultants, including one of the lead writers of the original Adult Human Trafficking Screening Tool (https://www.acf.hhs.gov/sites/default/files/otip/adult_human_trafficking_screening_tool_and_guide.pdf).

The MYTEI Tool and Guide is a survivor-centered and trauma informed intervention tool that has been informed by the Adult Human Trafficking Screening Tool produced by the NHTTAC. The Adult Human Trafficking Screening Tool and Guide was developed from evidence-based practices and lessons learned from available screening instruments used by public health professionals in the fields of human trafficking, domestic violence, sexual assault, and HIV screening.

To respect the diversity of individuals experiencing human trafficking or exploitation, it is important to use the cultural considerations section to determine if this is the correct tool, or if it can be used with modifications. Please refer to the section on cultural considerations, and the appendix for more information and resources.

Minnesota has done tremendous collaborative work in addressing human trafficking and exploitation. The response includes protocol development guides for sex trafficking through the Safe Harbor Protocol Guidelines (https://www.mncasa.org/wp-content/uploads/2018/07/Safe_Harbor_Protocol_Guidelines.pdf) from the Ramsey County Attorney's Office and the Sexual Violence Justice Institute at the Minnesota Coalition Against Sexual Assault, and for labor trafficking through Labor Trafficking Protocol Guidelines (https://www.theadvocatesforhumanrights.org/labor_trafficking_protocol_guidelines) from The Advocates for Human Rights.

It is important to be consistent across organizations as Minnesota responds to human trafficking. The MYTEI Tool

Definitions

The MYTEI Tool helps identify labor exploitation, sexual exploitation, sex trafficking, and labor trafficking of youth under federal and state laws.

Labor exploitation: involves the violation of laws on how workers are treated, including how much and when they are paid, health and safety in the workplace, and rules for when and how children under 18 can work. See Appendix A for further resources on this topic. (29 USC 201- 219; Minn. Stat. 177, 181 and 181A)

Sexual exploitation: exchanging sexual activities for anything of value. No third party need be involved. (22 USC 7102(b)(9)(A) & (10); Minn. Stat. 260C.007 subd. 31)

Labor trafficking: labor or services that someone is compelled to do through force, fraud, or coercion. (22 USC 7102 (b)(9)(B); Minn. Stat. 609.281)

Sex trafficking (Minnesota law): exchanging sexual contact for anything of value where a third party sets it up or profits. (Minn. Stat. 609.321-322)

Sex trafficking (Federal law): a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age. (22 USC 7102)

and Guide[1] will help Minnesota organizations be consistent in talking about and responding to human trafficking. It is common for individuals not to recognize their exploitation or trafficking as such or not to identify as a victim. The guide and identification tool is a resource to help professionals working with youth, improving the likelihood that Minnesota's young people will get the help they need and deserve.[2] The guide portion of this document provides background information, a list of indicators, which informs how to use identification tool for recognizing youth who may have experienced sex or labor trafficking or exploitation. The tool has been designed to identify youth ages 13-17 years old. However, those working with potential victims of all ages may adapt this guide, including the identification tool.

While this tool is not validated, it has been developed based on the latest research and best practices in identifying persons who are trafficked or exploited. For the most effective use of this guide and tool, you should:

- Familiarize yourself with the contents of the guide
- Complete the required online training webinar
- Review the indicators list to see if you need to use the tool to identify trafficking or exploitation of a youth
- Use the tool as instructed and follow the next steps provided

In addition to the identification tool, this guide includes resources to assist you in the successful identification of and response to individuals who have been trafficked. As supplements to the actual identification tool, this guide includes:

- Appendix A: Resources
- Appendix B: American Indian Resources
- Appendix C: Safe Harbor
- Appendix D: Relationship Building
- Appendix E: Laws Related to Privacy and Confidentiality

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1 Although there is a high demand for screening tools for human trafficking and exploitation, the Minnesota Department of Health recognizes the origin and use of screening tools within the medical field to diagnose specific conditions. These screenings have definitive answers and can be evaluated for specificity and sensitivity. Screening tools within the anti- human trafficking and exploitation field have not been able to provide these kinds of measurable outcomes. For that reason, we have chosen to call this tool an identification tool, designed to aid in the process of seeing trafficking and exploitation in order to properly refer potential victims to services.

2 Screening everyone for human trafficking who walks into an agency for services may no longer be the best practice. Studies show individuals are more likely to disclose situations as part of a broader conversation focused on topics such as parenting, safety, or healthy relationships. More victims come forward when the goal is education rather than disclosure. For more information:

  • Jack, S. M., Ford-Gilboe, M., Davidov, D., MacMillan, H. L., NFP IPV Research Team, O'Brien, R., ... & Scribano, P. (2017). Identification and assessment of intimate partner violence in nurse home visitation (https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5525568/). Journal of clinical nursing, 26(15-16), 2215-2228.

  • Futures Without Violence webinar Evidence-Based "CUES Intervention" to Address Intimate Partner Violence/Human Trafficking in Primary Care Settings, and Tools for Ryan White-Funded HIV Programs (https://www.futureswithoutviolence.org/evidence-based-cues-intervention-address-ipvhuman-trafficking-primary-care-settings-tools-ryan-white-funded-hiv-programs/). Webinar #3 August 8, 2018.

Before using this Guide

Determining if you should use the MYTEI Tool

Before using this identification tool, first determine if you need this tool. The MYTEI Tool assesses for sex trafficking, labor trafficking, sexual exploitation, and labor exploitation of youth based on federal and state definitions. The MYTEI Tool should be used after recognizing indicators of trafficking or exploitation, as described in the Indicators of Human Trafficking and Exploitation of Youth section. It is okay to have the tool viewable while talking to a youth. However, the tool should act as a guide, not an interview checklist.

This guide was created for use by trained professionals who work with youth, including human services, public health, behavioral health, juvenile corrections, residential programs, and schools. The MYTEI Tool is not designed to be self-administered by youth, nor is it for use by parents, caregivers, or community members with no experience working with youth. Health care professionals may have different needs and have specialized tools and resources.

Contact the Minnesota Department of Health for more information at health.safeharbor@state.mn.us.

This guide does not include a high risk checklist, but does include a list of indicators. Risk factors such as frequent running away, homelessness, truancy, LGBTQIA identity, disability, lack of immigration status, and poverty are common factors that may make a youth more vulnerable to trafficking or exploitation. Agencies that work with youth who have risk factors for trafficking or exploitation are highly encouraged to incorporate the MYTEI Tool into their protocols.

Different Tool Types

Assessment tools: used to identify risk factors that make individuals vulnerable to being targeted by a trafficker or exploiter; also includes more comprehensive tools to confirm human trafficking or exploitation is occurring for the purpose of criminal or civil (including immigration) cases

Identification Tool: questionnaires of various lengths used to identify potential trafficking or exploitation

Indicators lists: used to identify common red flags indicating that a person may be experiencing trafficking or exploitation

Intake tools: longer, more comprehensive, agency specific tools used to determine the needs of a client

Screening tools: short questionnaires with definitive answers that provide measurable results

The guide does not contain or recommend a specific comprehensive assessment tool or interview protocol. A number of validated tools are available for assessing human trafficking or exploitation for different ages and in different settings. Agencies should determine their need for a comprehensive assessment tool when developing their internal protocols for using MYTEI Tool.

Elements of Implementing an Identification Process

The MYTEI Tool may identify youth in need of immediate intervention. All agencies using the identification tool should develop a response protocol. The response to a positive identification must be carefully thought out and proactively planned to minimize the risk of harm and to maximize the impact of the intervention. It is recommended that agencies assess local and regional resources that could help address the health and social needs of victims of trafficking or exploitation.

Consider the following recommendations for developing a response protocol:

Recommendations for Developing a Response Protocol

Identify Internal and External Resources

Train Staff

Create Internal Response Guidance
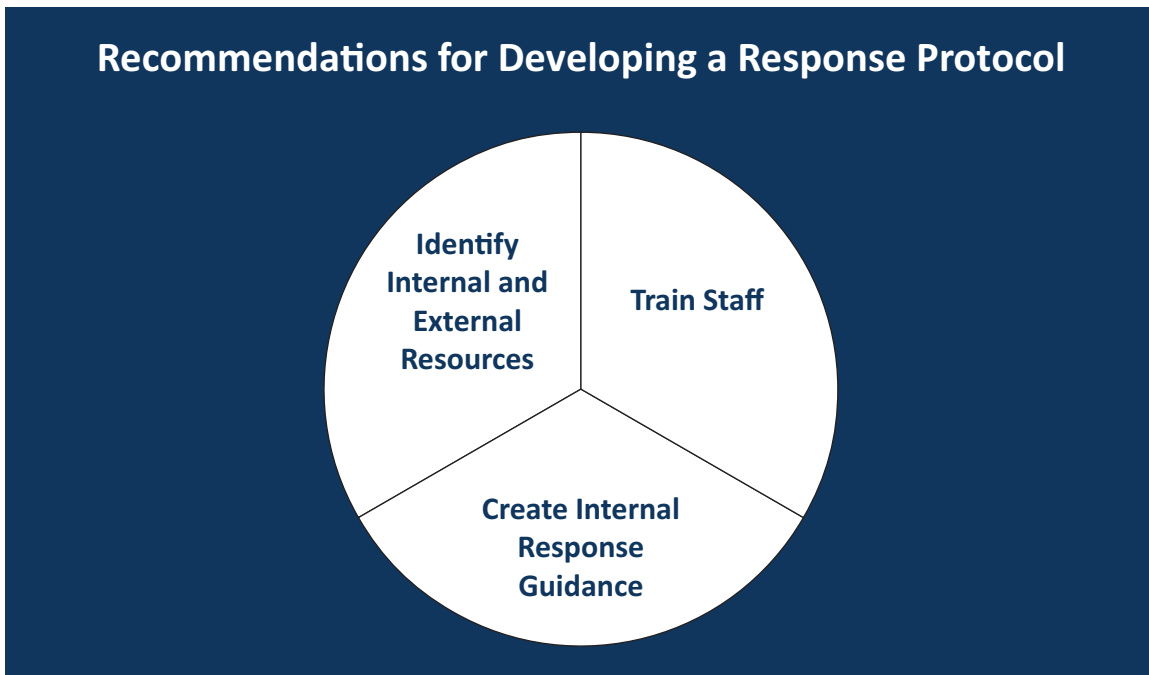
Train Staff

Using this identification guide without training may lead to additional harm to the youth.

Staff should receive an introductory training on human trafficking before being trained on the proper administration of the MYTEI Tool, including when and whether to use it, and the protocols to follow in response to a positive identification, including mandatory reporting. Options for introductory training on human trafficking can be found in Appendix A.

Any agency providing direct services should operate under a core "First, do no harm" principle. As a professional, you are responsible for ensuring screening practices are survivor centered, trauma informed, and culturally and linguistically responsive. Training on the proper protocols for administering this identification tool through conversation and responding appropriately to the needs identified in a positive screening are critical to its effective application and trauma informed use.

Training is a prerequisite for the use of the MYTEI Tool and Guide. MDH offers a free webinar on using MYTEI Tool on its website. Professionals using this identification tool must complete the online webinar before using the identification tool.

Create Internal Response Guidance

Before using the tool within your organization, best practice is to create a step-by-step plan of action in the event of a positive identification that prioritizes the physical and emotional safety of youth and providers. Certain aspects of the identification protocol should be adapted to accommodate the needs of specific individuals or populations served by the organization.

Consider the following topics when creating your response plan:

- Privacy and confidentiality
- Mandated reporting
- Recordkeeping
- Cultural and linguistic considerations
- Professional well-being

Privacy and Confidentiality

A good working relationship with a youth depends on building trust and protecting privacy whenever possible. State and federal laws, as well as professional codes and agency protocols, provide guidance about when information can and cannot be shared. These laws include data practices under state and federal grants as well as statutory privilege associated with communications between a client and a professional such as a victim advocate, social worker, health care provider, or attorney. See Appendix E for a list of relevant laws. For the safety of all involved, it is critical to protect the confidentiality of the youth's information whenever possible. Review your agency's standards.

Exceptions to confidentiality include mandated reporting and duty to warn laws (e.g., if a youth has an imminent plan to hurt themselves or others). You should be transparent about the limits of confidentiality by letting youth know of your mandated reporting and other responsibilities at the

beginning of working with a youth. Transparency lets the youth to make an informed decision—that is, with all the facts at hand—about what and how much to share.

There are different types of agency protocols for privacy and confidentiality. For example, agency protocol should require that conversations about human trafficking or exploitation take place in a safe, quiet, and private space, away from those who might be intent on listening for any reason (e.g., curiosity, retaliation). Only employees with reason to know should have access to a youth's files. Agencies should provide regular training to keep staff up-to-date on changes in the laws and internal policies.

If the youth is accompanied by another person, take a moment to speak to the youth alone, separate from any persons with whom they came. You do not know if that individual is involved in the trafficking or exploitation. Once the youth is in a private, safe space, you can address whether they want their accompanying individual to join the conversation. Some youth may not feel safe, at least initially, without that individual included in the conversation. Inform the youth how having another individual present may impact the confidentiality of your conversation. If the youth insists, do not turn the youth away, but continue to remind the youth of the opportunity to speak one-on-one during the interaction. For more details on confidentiality contact Safe Harbor at health.safeharbor@state.mn.us.

Ensure privacy by safely separating the youth from any persons with whom they came.

Mandated Reporting

Mandated reporting laws are intended to increase the safety of the youth and community by connecting potential victims to protective services and perpetrators to law enforcement. Minnesota law requires professionals who work with children and families to make a child protection report if they know or have reason to believe a child has recently been maltreated or has experienced maltreatment within the past three years (Minn. stat. 626.556 subdivision 3). A report should be made to local law enforcement if there is concern a youth is in immediate danger. Minnesota statute also defines mandated reporting for

vulnerable adults, more information can be found at Department of Human Services Vulnerable Adult Protection and Elder Abuse (https://mn.gov/dhs/people-we-serve/adults/services/adult-protection/) (Minn. stat. 626.5571). Agencies that screen for human trafficking should research and understand their obligations under state law, and provide training to staff and direct service providers. As noted above, you should be transparent about your legal obligations at the beginning of an encounter with a youth.

Please see the Minnesota Department of Human Services' (DHS) Resource Guide for Mandated Reporters of Child Protection Concerns (https://edocs.dhs.state.mn.us/lfserver/Public/DHS-2917-ENG) for more detailed guidance on mandated reporting. DHS has Mandated Reporter Online Training (https://mn.gov/dhs/people-we-serve/children-and-families/services/child-protection/programs-services/mandated-reporting-training-overview.jsp) that includes guidance on when and how to report sex trafficking and sexual exploitation.

Sex trafficking and sexual exploitation

In Minnesota, known or suspected sex trafficking of a minor (under age 18) is a mandated report, regardless of whether the third party sex trafficker is a caregiver or not. When the reporter has reason to suspect that a third party may have been involved, a report must be made to child protection intake.

Sexual exploitation is not a mandated report unless the alleged offender is a caregiver. Sometimes it can be difficult to know whether a third party facilitated or profited from a child's victimization through a commercial sex act.

Labor trafficking

Labor trafficking is not a child protection mandated report in Minnesota, but is a vulnerable adult requirement. Labor trafficking typically involves the use of force or threats, blackmail, debt, or poor working conditions such as very long hours or unpaid wages. Labor trafficking often may overlap with other forms of child maltreatment including: neglect (educational, medical, failure to protect, or failure to provide for basic needs); physical abuse; threatened injury; or sexual abuse. Child labor trafficking is a crime that can be reported to law enforcement, if there is a high level of danger.

Recordkeeping

Recordkeeping protocol is dependent on state and federal laws affecting record confidentiality, as well as agency protocols. Different disciplines have unique obligations under the law as well as professional ethics requirements, and these obligations must be respected.

Confidentiality, informed consent, and privacy policies should be tightly integrated with an agency's trafficking and exploitation record keeping protocols. Many people want to access records regarding victims of trafficking and exploitation, including law enforcement, prosecutors, defense attorneys, other attorneys, child welfare, guardians ad litem, health care providers, schools, among others. Follow agency protocols for record keeping and consult with legal counsel for responding to a subpoena, warrant, or court order.

Make sure that all records are kept in secure locations, that record retention policies are in place, and that client electronic records are accessible only to staff tasked with protecting client confidentiality.

After being informed about the risks and benefits of sharing information, clients can sign a written release consenting to share their information with specified parties. Be aware of relevant laws that impact the ability of a youth to access services and sign releases.

Cultural considerations are respectful of the beliefs, practices, culture, and language needs of diverse populations and communities. It describes the ability to respond to the needs of diverse individuals. It requires knowledge and capability at different levels of intervention: systemic, organizational, professional, and individual.[3]

Services, including the identification of human trafficking and exploitation, are more effective when they are able to respond to the many different cultural and linguistic needs of clients. Human trafficking and exploitation cannot be viewed in isolation from other societal harms.

It is important for organizations to be inclusive and affirming of all identities, including:

- race
- class
- age
- disability
- language
- sexual orientation
- gender
- gender expression
- culture

- ethnicity
- religion
- spirituality
- mental health
- employment
- housing stability
- family and important relationships

- recovery
- use of substances
- immigration or documentation status
- access to education
- history with criminal or juvenile justice system
- other important identities

Three additional useful resources are:

- The Cultural Orientation Resource Center (http://www.culturalorientation.net), which increases awareness on the likely characteristics and needs of incoming refugee groups as well as facilitates culturally and linguistically appropriate orientation training for these newcomers to the United States. This website has useful guides to many different cultures, their beliefs, and information on their cultural identities. Be aware that these resources may not be as useful for survivors of trafficking due to possible stigma within a cultural community.
- The Safe Harbor Protocol Guidelines (https://www.ramseycounty.us/sites/default/files/ County%20Attorney/Safe%20Harbor%20Protocol%20Guidelines_Final.pdf), which gives in-depth recommendations, insights, and resources to support professionals from a variety of disciplines in identifying and responding to juvenile sexual trafficking and exploitation, including cultural considerations (The Ramsey County Attorney's Office and Sexual Violence Justice Institute at the Minnesota Coalition Against Sexual Assault, 2017).
- The SOAR Culturally and Linguistically Appropriate Services (https://www.train.org/main/ course/1087569/) webinar is a free, thirty minute training with the option of obtaining continuing education credits. Learners will be able to describe how health equity is connected to culture and language, identify characteristics of cultural and linguistic competence, and be able to apply the standards presented.

One example of good practice is to pair youth with service providers and/or case managers, of whom some could be survivors, of the same ethnicity and culture to increase cultural sensitivity. This practice can build trust by overcoming language differences and providing culturally sensitive services through intimate knowledge of victims' cultural values (Office for Victims of Crime, n.d.). However, it is important to allow the client to choose whether or not they want to connect with their community or cultural providers, as they may prefer someone outside their cultural network. Check the appendices for culturally specific resources.

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3 Cultural Responsiveness Framework: Guidelines for Victorian Health Services. Victorian Government, Melbourne of Victoria, Department of Health Rural and Regional Health and Aged Care Services. 2009

The [National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health and Health Care (https://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2&lvlid=53)](https://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2&lvlid=53) are a useful resource for public health, health care, behavioral health, and social service agencies. The National CLAS Standards provide guidance on "services that are respectful of and responsive to each person's culture and communication needs." (U.S. Department of Health and Human Services, n.d.).

Cultural Considerations for American Indian Youth

Due to a long history of attempted genocide, historical and intergenerational trauma, displacement, confinement, boarding schools, sterilization, and assimilation tactics perpetrated against American Indian tribes by the dominant culture, American Indian communities and families are often distrustful of the systems that attempted to annihilate them.

It is important to note there are 11 sovereign tribes within the boundaries of Minnesota, which include four Dakota (Sioux) communities and seven Anishnaabe (Chippewa, Ojibwe) reservations. Tribal Nations have the authority to develop their own laws.

Tribal affiliation is a political status, not a racial category. American Indians may be enrolled members or eligible for enrollment in one of the 11 federally recognized tribes within Minnesota or any of the other 573 federally recognized tribes throughout the United States. They may also be part of an American Indian community that is not federally recognized as a tribe. This may be especially true for First Nations members whose tribal status is rooted in Canada. Due to Minnesota sharing a border with Canada and Indigenous tribal peoples being on the land before states were created, it is important to acknowledge that this unique geopolitical landscape has had a lasting impact on Indigenous tribal peoples. American Indian and First Nation families live throughout Minnesota. The majority live in urban areas and primarily receive services through urban organizations, while others live on reservations and receive services from the tribe.

In order to best serve these populations, culturally informed professionals or community experts will need knowledge of the multiple topics that concern them, including the legal and jurisdictional concerns of American Indians and First Nations due to their political status.

A professional or community person working with an American Indian youth who has been trafficked or exploited for sex or labor must have knowledge of the youth's home community, family, and kinship ties. This will help the worker build the trust and rapport to effectively work with the youth and family.

Many tribal nations in Minnesota are developing specific responses, trainings, and resources for American Indian youth who are experiencing trafficking and exploitation. Tribal governments and American Indian serving organizations should be consulted when assessing local and regional resources for American Indian youth.

Please see Appendix B for a list of additional resources.

Communicating and Language Access

It is important to be aware of current youth trends, culture, slang, etc. However, do not try to use youth slang or cultural manners as you will likely be seen as disrespectful by the youth.[4]

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4 Safe Harbor Protocol Guidelines, Ramsey County Attorney's Office, Sexual Violence Justice Institute at the Minnesota Coalition Against Sexual Assault, 2017

Using language interpreters

First, determine if an interpreter is needed. Ask the youth if they want an interpreter or would like to speak for themselves. Sometimes the youth speaks and understands English well, but has an accent and/or vocabulary with which the provider is struggling. If the youth speaks slowly, an interpreter may not be needed.

If you are not fluent in the youth's language, and determine that an interpreter is necessary or ideal, offer to hire a professional, third party interpreter, preferably of the same gender.

Hiring or selecting an interpreter

Agencies should have interpreter services as part of their resource protocol before using the MYTEI Tool so that they can find language interpretation quickly. The process for hiring an interpreter should happen quickly in order to lessen the anxiety and discomfort associated with a prolonged wait.

Once the client is alone, and it is determined an interpreter is necessary, clients should be offered an in-person professional interpreter or a professional interpreter service by phone. In rural areas and close-knit communities with rare dialects (e.g., refugee resettlement areas), interpretation through the phone, phone apps, or the internet is recommended to avoid any conflicts of interests that may arise if the interpreter is from the same community as the client. This will also protect confidentiality of the youth.

It is very important to include a confidentiality or nondisclosure agreement in the contract when employing an external interpreter. The confidentiality agreement creates binding terms and conditions that prohibit the interpreter from sharing confidential information revealed by the youth. Also make sure the interpreter understands that pressuring or encouraging someone to lie during the conversation could make them guilty of a criminal offense.

Be cautious in selecting an interpreter. All interpreters should be screened for potential conflict of interest prior to having contact with the youth. Even out of state interpreters may know the youth's trafficker or exploiter. Ask the youth what kind of interpretation will be helpful or if there are any groups from their native community that will not be ideal as an interpreter. For example, people may have various tribes from their home countries that do not get along. An interpreter from one of these tribes will make the conversation more difficult and may result in no information being shared.

Always use a certified interpreter for any language that has a certification process (languages with fewer speakers in the United States may not have a certification process). Never use family members, children, friends, or companions as interpreters. Note that an exploiter may use English-language abilities to control a victim/survivor; a friend or companion offering to interpret could in fact be an exploiter.

Ask youth if they have a preference regarding the identity of an interpreter (e.g., race, gender, age). Victim/survivors of sexual exploitation may believe they cannot rely on interpreters to accurately represent their words and experiences. Ask if they have interpreters that they know and trust well to see if you can request them. Otherwise, when requesting an interpreter through an agency, ask for someone who has experience with sexual violence or youth issues, or someone who has experience in your given field (e.g., medical, courts).

In some cultural communities, interpreter pools are small. It could be possible that the victim/survivor knows the interpreter. If the victim/survivor and interpreter are acquainted, it may not be appropriate to use the services of that interpreter. In some cases it may be necessary to secure interpreter services

outside of your immediate community to provide confidentiality, avoid a conflict of interest, and assure that the victim/survivor is comfortable with the conversation.

Working with an interpreter

Consider these guidelines for working with an interpreter, once one has been selected:

- It is common in some countries for people to tip interpreters, and victim/survivors may try to do so. Explain that this is not required in the United States.
- If possible, provide an agenda or questions beforehand, so the interpreter can prepare.
- Direct your questions and answers toward the youth, not the interpreter (unless you are seeking questions and a clarification from the interpreter).
- Allow time for delay when awaiting a response from youth.
- Note that not all languages have direct translations for words relating to sexual violence, sexual exploitation, sexual health, or labor exploitation.
- Again, use a certified interpreter if at all possible. If the interpreter is not certified, pay particular attention to what the interpreter says and watch the interpreter's body language. Uncertified interpreters are not bound by any code of ethics, and some may behave improperly, such as not relaying the correct information or adding their own opinion.

Communicating with deaf and hard of hearing individuals

Special considerations are necessary when communicating with those with hearing loss. What works for one individual may not work for another. As in other areas, do not make assumptions about a youth's abilities or preferences or what type of service a youth needs; always ask. Let the youth know what services and options may be available. This may include American Sign Language (ASL) interpretation, Caption Access Real-Time Translation (CART), writing/typing, drawing, other gestures, or others.

American Sign Language, which is used by many deaf or hard of hearing youth, is not the same language as English. Some people who know and use ASL may not know or understand written English. Others may have differing experiences using written English.

Hearing aids do not always correct hearing loss. Do not assume a person wearing hearing aids can hear you well or read your lips. Avoid using lip-reading alone as the method for communication with a deaf or hard of hearing individual. Only a small percentage of deaf people read lips well. Moreover, only 30 percent of what is said is visible on the lips. And lip-reading may be especially difficult to understand in stressful situations.

If the deaf or hard of hearing individual cannot easily understand written English, avoid using computers or writing on paper. When a deaf or hard of hearing person is in crisis, the person's English and typing skills are likely to be impaired. Deaf youth can be exceptionally visual. If communication cannot happen with visual language, try using drawing, toys, gestures, etc.

Most importantly, do not give up on communicating with the youth or tell them the question or phrase is not important. Often times this can feel as if you mean they are not important. Try rephrasing your words or using a different way to communicate.

Professional Well-being

Vicarious trauma is a risk in this type of work and agencies should be intentional about addressing this challenging aspect of the day to day work. Self-care strategies are important in establishing

and maintaining well-being. The Compassion Fatigue Burnout Measure (https://www.proqol.org/uploads/ProQOL_5_English_Self-Score_3-2012.pdf) is an excellent resource. You can learn more about compassion fatigue at Professional Quality of Life Measure (https://proqol.org/Compassion_Satisfaction.html).

Underlying any effective response to vicarious trauma is the commitment of agencies and administrators to recognize the critical nature of this dynamic, and provide ongoing support to individual, supervisory, and organizational strategies to address such. It is important that individuals who might identify trafficking or exploitation have access to timely and regular debriefing and support.

Identify Internal and External Resources

Reach out to the Safe Harbor network of services, as well as other local professionals, agencies, and tribes to establish cross-sector partnerships and collaborations that will enhance efforts to meet the vast and complex needs of those identified. Minnesota's Safe Harbor No Wrong Door Model[5] creates a network of services for youth who have experienced sexual exploitation or sex trafficking. Safe Harbor Regional Navigators[6] should be a key contact for agencies to assess available resources for individual youth who have experienced trafficking or exploitation. There is also a limited network of direct labor trafficking service providers.

In Minnesota, known or suspected sex trafficking of a minor (17 years old and younger) is a mandated child protection report and should be immediately reported to the local child welfare agency. It is important to look for signs of both forms of trafficking and exploitation during the identification process. When identifying youth for signs of trafficking or exploitation, it is important to remember that a child can simultaneously be a victim of both sex and labor trafficking, or may be a victim of other underlying crimes.

Depending on the outcome of the MYTEI Tool, you may need to refer the youth to a variety of different services. Here are the key organizations that may need to be involved when responding to an identification of potential human trafficking or exploitation:

- Worker justice organization
- U.S. Department of Labor, Minnesota Department of Labor and Industry, or civil attorney for legal remedies
- Safe Harbor Regional Navigator
- Local child welfare agency
- Labor trafficking direct service providers, including immigration legal services Please see Appendix A for a list of resources.

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5 No Wrong Door (https://dps.mn.gov/divisions/ojp/forms-documents/Documents/!2012%20Safe%20Harbor%20Report%20(FINAL).pdf) is a comprehensive, multi-disciplinary, and multi-state agency approach. It ensures communities across Minnesota have the knowledge, skills, and resources to effectively identify sexually exploited and at-risk youth. Youth are provided with victim-centered trauma informed services and safe housing.

6 Regional Navigators (https://www.health.state.mn.us/communities/safeharbor/response/navigators.html) have limited time to provide direct services to youth. Regional Navigators may provide direct services for victim/survivors on a limited basis (approximately 10 to 15 percent of their time). There will be times when Regional Navigators interact with youth during referrals or brief services. Generally, youth will be referred by Regional Navigators to direct services providers, either within their own agencies or other agencies, depending on the specific needs of the youth. Regional Navigators may also provide case consultation for professionals working with youth. Regional Navigators are not expected to carry a long-term caseload.

Indicators of Human Trafficking and Exploitation

SEX AND LABOR

Indicators of Human Trafficking and Exploitation of Youth

Identification Tool and Guide by a professional who is trained to administer it. For information on training for its application, please contact the Minnesota Department of Health at health.safeharbor@state.mn.us.

Instructions for use: These signs alone may not indicate human trafficking but, in combination, they may suggest someone is being victimized. Human trafficking can impact people of any gender, sexual orientation or identity, race or ethnicity, immigration status, level of education, or socio- economic background. Both labor and sex trafficking victims may experience any of the following indicators, or none.

Other considerations should be taken into account such as community (rural, urban or tribal), involvement with juvenile justice or child protection/foster care, and if the individual is a foreign national. This is not an exhaustive list and individual experience will vary greatly. **If indicators are identified, the service provider should use the Human Trafficking and Exploitation Identification Tool found below**

Signs of Being Controlled

- Not allowed to come and go
- Someone controls access to transportation
- Accompanied by a person who speaks for them
- Not in control of personal identification or other documents
- Not permitted to use phone or other communications; restricted or isolated from family and friends
- Signs of intimate partner violence, and/or dependency on a non-caregiver
- Threats of violence against themselves or loved ones, of deportation, of jail, of losing custody of children, and/or of ruining reputation
- Lots of emergency department visits, or does not receive/declines medical care

Physical and Psychological Signs of Trauma

- Shows signs of physical abuse including malnourishment, untreated medical conditions, lack of sleep, disorientation (unsure of day, date, month, year, or location)
- Seems hypervigilant and "on edge," may seem angry, irritable, or have mood swings, has difficulty concentrating, seems dissociated (confused or disoriented), fearful, anxious, or tense when talking about person they work for or live with, may have difficulty with memory (may provide changing or inaccurate information)
- Has trafficking-related tattoos or markings, which may be name of trafficker or other marks
- Isolates themselves from friends and family

Defining an indicators list

An "indicators list" is not an identification tool, but it can be useful alongside identification tools. Indicator, or "red flag," lists serve as quick reference that help professionals recognize a cluster of symptoms. They are not formal and typically are not validated. These lists include signs or symptoms indicating that a particular condition may have existed in the past or may be occurring now, they are also commonly used to remind professionals to look out for a particular sign or circumstance in conversation with the youth. Red flag checklists do not identify potential for future risk or vulnerabilities for human trafficking or exploitation. The list can be referred to frequently and used to determine if the MYTEI Tool should be used. This indicators list should be used within the context of the Minnesota Youth Trafficking and Exploitation

Living Conditions

- Required to move or travel frequently, does not know where they live, unstable living space
- Wears the same clothes over and over, wears clothes not in season, or clothes not appropriate for the setting
- Unusual living/work space (may include tinted windows, security cameras, barbed wire, people sleeping/living at worksite)
- Lives with people who are not their parents or legal guardians and cannot explain the relationship or how they came to live there

Relationships

- Association with others, including family members, known to be involved in sex trafficking, sexual exploitation, or sex trading
- Rapid increase or decrease of friends, in combination with other indicators
- Isolates themselves from friends and family
- In a relationship that other people are not aware of
- Inappropriate relationship with an older adult who the child views as a friend
- Given a nickname or alias that is only recognized by a specific person

Working Conditions

- Different type of work or under different conditions than expected or promised
- Recruited through false promises, for example marriage or education
- Explanation of work situation does not make sense or does seem scripted
- Long work hours; exhausted; hungry
- Owes a debt to employer or person they work for
- Not paid as promised or money goes to someone else; paid an allowance or store allowance; pay is borrowed by person they are working for; paid in gift cards
- Pay is taken for things like housing, transportation, work supplies, or paid in housing, food, or other non-monetary forms
- Exposure to harmful chemicals, lack of protective or safety gear, no water

Activities

- Use of social media and apps commonly associated with sex trading
- Multiple social media accounts
- Sexually explicit pictures and/or videos, especially taken in hotel rooms
- Involvement in investigations related to prostitution, solicitation, or sex trafficking
- Hypervigilance with phone
- Youth travels within the state or out of state without a clear explanation
- Youth spends most of their time outside of school at the home of adults who are not their legal guardian

Possessions

- Access to large amounts of cash, clothes, or other expensive belongings youth could not afford on their own
- Multiple phones
- Multiple hotel room keys
- Few or no personal possessions

Minnesota Youth Trafficking and Exploitation Tool

Using the MYTEI Tool

Considering the following questions before using this tool.

1. Have you completed the MDH webinar on the identification process and have experience with trauma informed care?
2. Is this likely the only time you will be able to identify possible trafficking or exploitation with the youth?
3. Are you in a location where it is safe to have a conversation about these experiences with the youth?
4. Is the person in a physical and mental state that will allow for a conversation about their experiences?
5. If the youth is new to you and appears more guarded, ask if there is another person with whom they would be more comfortable speaking.

Working with Youth

Youth Autonomy and Empowerment

Explaining confidentiality and informed consent will help build trust, and help the youth take back control by not feeling pressured into sharing information. You are not always afforded extensive time to establish rapport with youth. For this reason, the MYTEI Tool is intended to be administered conversationally—not as a written screening tool.

Many individuals who have been trafficked have had all control taken from them by their trafficker, so offering as much choice as possible can help build trust. Identifying human trafficking or exploitation can unintentionally result in decisions being made on behalf of the person perceived to be vulnerable, without regard for that person's knowledge of what will keep them safe or cause further harm. To avoid endangering individuals who have been trafficked or exploited, professionals should allow their clients as much control over decisions as possible and a clear explanation of when they might be required to act without the youth's consent (as in the case of mandated reporting).

Tip: Simple ways to promote youth sense of control include asking them to choose where they would like to sit, allowing them to choose from a variety of snacks while they wait, or letting them know where the bathrooms are located so they're not made to feel that they have to ask for permission when the need arises.

Trauma Informed Practices

It is common for survivors of trafficking to have a lifetime history of trauma. Understand that complex trauma is cumulative and ongoing, rather than an isolated incident. Be prepared to handle a trauma reaction in case a question triggers a memory of abuse or violence and causes a flashback or panic attack. It is important to give the client the time and space needed before proceeding.

Providers can guide the conversation by asking questions about who made decisions about what the youth did, how the youth felt, and how the youth reacted to their experiences. It is important to follow the youth's lead and not press for answers they may be uncomfortable giving. During the conversation the provider should listen for details that correspond to the questions on the MYTEI Tool.

When a high level of perceived danger exists, the conversation may include providing the youth with

the option of involving law enforcement, relocating to a safe shelter, and/or accessing court advocacy/ assistance to pursue a protective order or other legal action. When bringing in law enforcement, request an officer who is trained in trauma informed interviewing or with experience in human trafficking. Best practice would also include that the youth has access to an advocate, legal representation, immigration representation, medical and mental health services as soon as possible. Contact the Safe Harbor Regional Navigator or call 211 for resources.

The following tips can help youth feel comfortable during a conversation:

- Building trust and rapport with a youth is the foundation for successful identification. Refer to the relationship-building tips in Appendix D from time to time to refresh your memory about strategies that may help build trust and establish rapport.
- Take your time. Avoid rushing the conversation with the youth.
- Listen to the youth to collect relevant information and mirror their language when possible.
- Having a conversation about these topics can trigger an emotional or mental health response. If the person starts to seem uncomfortable or distressed, stop the conversation immediately and ask if they need a break, need to come back to the conversation another time, or if they want to continue. If someone appears to be in a mental health crisis, please defer to your agency's protocol for next steps in a crisis situation.
- Show empathy and give control back to the youth by using phrases like the following, when appropriate:
- "This appears to be a bit uncomfortable for you."
- "Please let me know if there is anything you need or if you need to take a break."
- "I will do whatever I can to make this process as comfortable and as brief as possible for you."
- "You may end this conversation at any time."
- Prior to having a conversation with youth, it can be helpful to know grounding techniques, such as breathing and visualization in case these need to be used.
- Use a calm and steady voice and choose your words carefully and avoid conveying judgment.
- There may be cases in which the youth wants a support person present during the conversation. Refer to Privacy and Confidentiality section.

If the trafficker is criticized or condemned by the person facilitating the conversation, a trafficking survivor may experience distress and come to the defense of the trafficker. The person who maintains a verbally neutral stance toward the trafficker is less likely to be perceived as a threat.

Instructions for using MYTEI Tool

Periodically review the Indicators of Human Trafficking and Exploitation of Youth list and the MYTEI Tool screening questions to ensure you are very familiar with the signs of possible trafficking and will not need these documents while speaking with the youth. The more familiar you are with the resources in this guide, the more likely you are to be confident when you discuss the youth's experiences.

The MYTEI Tool statements were carefully constructed to include both labor and sex trafficking, as well as labor exploitation and sexual exploitation. The MYTEI Tool was developed to be short and easily administered with minimal training. It is designed so that users can integrate questions into conversations, while also building rapport or listening for information. The tool below is formatted to be printed and easily copied for use by trained professionals, but should not be used as an interview checklist while talking to youth. If necessary, the tool can be placed in a viewable location while talking with the youth for easier reference. As stated earlier, do not use it as a checklist. The tool is designed to be used with adolescents, although you may use your discretion in using this tool with people of any age.

After careful consideration with survivors and youth-serving professionals, we recommend a combination of face-to-face conversations with the youth and reviewing records, reports, or past conversations to determine the answers to the MYTEI Tool. The questions can then be answered by the professional when they are alone.

Beginning the conversation

Provide the youth with information about what the conversation will involve before beginning. During conversations, you should remain calm, use an empathetic tone of voice, and show care and concern for the youth. Ask them about any concerns they may have and what would help with those concerns. Provide them with information and connection to other agencies that can help with meeting their basic needs, such as food and shelter.

If the youth does not share any information related to trafficking or exploitation during the conversation, thank them for their time, and offer them resources that may address their other needs.

- Always keep an open mind
- Understand that what is happening is real
- Do not overreact
- Do not touch the client without permission
- Provide a break as needed during the conversation

Terms used in the MYTEI Tool

Work or services: includes both jobs in a business and/or other types of services, such as housework, babysitting, day labor, working "under the table," or anything else the youth felt they could not stop or had to do.

Unsafe environment: includes work spaces that made the youth feel physically unsafe, such as a construction site, manufacturing facility, or with chemicals or tools that may be dangerous to their life, limb, or health.

Sexual activities: includes sexual acts, sexual contact, pornography, or stripping.

Minnesota Youth Trafficking and Exploitation Identification Tool

Get youth consent for any referrals other than in cases of mandated reporting. Know the legal requirements and agency policies for when parental consent is required.

Question	Next Steps
Is the youth working or has worked: • In an unsafe environment? • Late at night, early in the morning, or during school hours? • Under the age of 14? **and/or** Has the youth had trouble getting paid?	• Address immediate safety concerns • Connect to relevant worker justice organization • Connect to U.S. Department of Labor, Minnesota Department of Labor and Industry, or civil attorney for legal remedies
Has the youth had to do sexual activities for food, a place to stay, money, help, or anything else for survival?	• Address immediate safety concerns • Contact Safe Harbor Regional Navigator to connect youth with relevant supportive services or shelter/housing • Make mandated child protection report within 24 hours if the alleged offender is a parent, sibling, or household member in a caregiving role
Has the youth had sex or sexual contact for anything of value that another person set up? **and/or** Has anyone other than the youth benefited or profited from the youth having sex or sexual contact with another person?	• Address immediate safety concerns • Contact Safe Harbor Regional Navigator to connect youth with relevant supportive services or shelter/housing • Make mandated child protection report within 24 hours regardless of youth's relationship to trafficker (includes unknown trafficker)

Question	Next Steps

Has the youth been lied to or tricked into doing work or sexual activities and felt unable to leave or stop?
 	
and/or
 	
Has the youth felt unable to leave or stop work or sexual activities because of threats to themselves, their family members, their friends, or their coworkers?
 	
and/or
	• Address immediate safety concerns
	• *If the youth worked against their will:*
	   • Refer to labor trafficking direct service providers, including immigration legal services
	   • Refer to U.S. Department of Labor, Minnesota Department of Labor and Industry, or civil attorney for legal remedies
	   • Voluntary referral may be made to county or tribal social services agency for a variety of needs

Has the youth felt unable to leave or stop work or sexual activities because of actual harm to themselves, their family members, their friends, or their coworkers?
 	
and/or
 	
Has the youth felt unable to leave or stop the work or sexual activities because of debt, money issues, needing shelter, or fear around immigration status?
 	
and/or
 	
Has the youth felt unable to leave or stop the work or sexual activities because someone controls the youth's identity, personal documents, or money?
	• *If the youth had to do sexual activities:*
	   • Refer Safe Harbor Regional Navigator or other direct services, including immigration legal services.
	   • If alleged offender is a parent, caregiver, household member, or if a third party arranged or facilitated the trafficking, contact your local child protection officer.
	   • Voluntary referral may be made to county or tribal social services for a variety of needs.

After Identifying Trafficking or Exploitation

If you identify human trafficking and/or exploitation during your conversation, always conclude by going back to the youth's concerns. Asking the youth if they want a referral gives them a sense of agency and choice—a good practice in trauma informed services (Vera Institute of Justice, 2014).

The youth's story belongs to them and should not be shared without their permission. Except for the case of mandated reporting, it is critical to obtain informed consent prior to making any referrals. If a mandated report is necessary, offer to make the report with the youth. To help build and maintain trust and preserve autonomy, the youth should be given the choice of which services they want to be referred to and how much information should be shared during the referral.

Ask the youth if there is anything they are worried about after having this conversation. Work to address any concerns they may have. In addition to addressing immediate needs and referring the youth to

supportive services, the staff person should collaborate with the youth to assess safety and make a safety plan.

Safety Planning

Include safety planning in the conversation, if you identified possible exploitation or human trafficking and the youth agrees to discuss their situation. Let the youth know that you are concerned for their safety and well-being and that you can help connect them with appropriate confidential services. Safety planning helps individuals plan ahead for potentially escalating levels of danger before, during, or after leaving a dangerous situation. This includes risk of harm to self or others. Safety planning is widely considered a best practice and should be a standard part of the identification process. If the youth is not open to developing a safety plan, at a minimum, provide emergency contact phone numbers and helplines.

If the person having the conversation with the youth does not have the experience to complete a safety plan, it is extremely important they connect the youth immediately with somebody who can. Agencies should have protocol in place should this need arise. There are experts within the Safe Harbor network that can be of assistance. Please contact your Safe Harbor Regional Navigator for help.

A successful safety plan for victims of exploitation, human trafficking or those at risk will:

- Assess the current risk – a high level of danger may mean providing the youth with law enforcement options, relocating to safe shelter, and/or accessing court advocacy/assistance for pursuing a protective order or other legal remedies.
- Identify current and potential safety concerns – law enforcement should only be contacted with the permission of the youth. Identify multiple options to meet diverse needs.
- Create strategies to avoid or reduce the threat of harm – strategies should be concrete and based on the needs of the individual's current situation, to be used at their discretion.
- Outline concrete options for responding when safety is threatened or compromised (Polaris Project, 2011) – the agency should have a risk management plan that is reviewed monthly, always alert a coworker of your location, and conversations away from the office should have two staff members present. Always be aware of your surroundings and who may be within earshot.[7]

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7 International Organization for Migration (2007)

APPENDIX A: Resources

Cultural Considerations

Polaris: LGBTQI Communities and Human Trafficking (https://polarisproject.org/resources/staying-safe-tips-for-lgbtq-youth-for-how-to-protect-yourself-and-your-community-from-human-trafficking/)

Out Front: LGBTQ+ legal and supportive services (https://www.outfront.org): 612-822-0127

Minnesota Human Taskforce: Human Trafficking & The LGBTQ Community (https://www.mnhttf.com/site/wp-content/uploads/2013/10/MNHTTF-LGBTQ-Community-Fact-Sheet.pdf)

Cultural Orientation Resource Center (http://www.culturalorientation.net)

SOAR Culturally and Linguistically Appropriate Services (https://www.train.org/main/course/1087569/)

National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health and Health Care (https://minorityhealth.hhs.gov/omh/browse.aspx?lvl=2&lvlid=53)

Educational and Awareness Materials

Minnesota Human Trafficking Taskforce (https://www.mnhttf.com/site/educationtraining)

National Human Trafficking Hotline (https://humantraffickinghotline.org/resources)

Polaris (https://polarisproject.org/resources-and-reports/)

Department of Human Services Child Safety and Permanency (https://mn.gov/dhs/partners-and-providers/program-overviews/child-protection-foster-care-adoption/safe-harbor/)

Hotline Numbers

Day One (https://dayoneservices.org)

- Crisis Hotline 866-223-1111
- Crisis Textline 612-399-9995
- Business Phone 952-884-0376

National Human Trafficking (https://humantraffickinghotline.org/)

- Hotline 888-373-7888 (TTY: 711)
- Textline: text "BEFREE" or "HELP" to 233733

StrongHearts Native Helpline (https://www.strongheartshelpline.org/)

- Hotline 1-844-7NATIVE (762-8483)

Labor Exploitation

Wage Theft (https://www.wagetheft.org/find-a-worker-justice-organization)

Interfaith Worker Justice (http://www.iwj.org/locations/minnesota)

U.S. Department of Labor (https://www.dol.gov/agencies/oasp/resources/trafficking)

U.S. Department of Labor: Bureau of International Labor Affairs (https://www.dol.gov/agencies/ilab/

our-work/child-forced-labor-trafficking)

Minnesota Department of Labor and Industry: Worker Rights and Protections (https://www.dli.mn.gov/workers/worker-rights-and-protections)

Minnesota Department of Labor and Industry: Labor Standards (https://www.dli.mn.gov/laborlaw)

Legal Aid

Mid-Minnesota Legal Aid (https://mylegalaid.org/)

Immigrant Law Center of Minnesota (https://www.ilcm.org/)

Volunteer Lawyers Network Clinics (https://www.vlnmn.org/clinics/immigration)

LawHelpMN (https://www.lawhelpmn.org/)

The Advocates for Human Rights (https://www.theadvocatesforhumanrights.org/)

Screening and Assessment Tools

Covenant House: Human Trafficking Interview and Assessment Measure (http://renewalforum.org/wp-content/uploads/Covenant-house-assessment.pdf)

Greenbaum, V. J., Dodd, M., & McCracken, C. (2018). A Short Screening Tool to Identify Victims of Child Sex Trafficking in the Health Care Setting. Pediatric emergency care, 34(1), 33-37.

Human Trafficking Leadership Academy (HTLA): Survivor-informed Practice: Self-Guided Assessment Tool (https://www.acf.hhs.gov/node/59836)

Laboratory to Combat Human Trafficking and HEAL Trafficking: Health Care Provider Human Trafficking Training: Assessment Tool (https://healtrafficking.org/2018/12/assessment-tool-for-health-care-provider-human-trafficking-training/)

National Human Trafficking Resource Center (NHTRC): Comprehensive Human Trafficking Assessment Tool (https://humantraffickinghotline.org/resources/comprehensive-human-trafficking-assessment-tool)

National Human Trafficking Resource Center (NHTRC): Human Trafficking Assessment for Domestic Workers (https://humantraffickinghotline.org/resources/human-trafficking-assessment-domestic-workers)

National Human Trafficking Resource Center (NHTRC): Human Trafficking Assessment for Runaway and Homeless Youth (https://humantraffickinghotline.org/resources/human-trafficking-assessment-runaway-and-homeless-youth)

Sheldon X. Zhang, Ph.D: Looking for a Hidden Population: Trafficking of migrant Laborers in San Diego County (https://www.ncjrs.gov/pdffiles1/nij/grants/240223.pdf)

The Advocates for Human Rights: Asking the Right Questions: A Human Rights Approach to Ending Trafficking and Exploitation in the Workplace (https://www.theadvocatesforhumanrights.org/labor_trafficking_report)

Vera Institute of Justice: Guidelines for Administering the Trafficking Victim Identification Tool (TVIT) (https://www.vera.org/publications/out-of-the-shadows-identification-of-victims-of-human-trafficking)

Trainings

Human Trafficking Task Force E-Guide: Working with Interpreters (https://www.ovcttac.gov/taskforceguide/eguide/5-building-strong-cases/53-victim-interview-preparation/working-with-interpreters/)

Office for Victims of Crime Faces of Human Trafficking Video Series (https://ovc.ncjrs.gov/humantrafficking/publicawareness.html)

SOAR Online Training (https://www.acf.hhs.gov/otip/training/soar-to-health-and-wellness-training/soar-online)

APPENDIX B: American Indian Resources

Tribal Contacts

Minnesota Indian Affairs Council (http://mn.gov/indianaffairs/)

Asabiikone-zaag'igan / Bois Forte Band of Chippewa (http://www.boisforte.com/index.htm)

Nah-gah-chi-wa-nong / Fond du Lac Band of Lake Superior Chippewa (http://www.fdlrez.com/)

Kitchi-Onigaming / Grand Portage Band of Lake Superior Chippewa (https://www.grandportage.com/)

Gaa-zagaskwaabiganikaag / Leech Lake Band of Ojibwe (http://www.llojibwe.org/)

Cansa'yapi / Lower Sioux Indian Community (https://lowersioux.com/)

Misi-zaaga'iganiing / Mille Lacs Band of Ojibwe (https://millelacsband.com/)

Tinta Winta / Prairie Island Indian Community (http://prairieisland.org/contact-us/)

Miskwaagamiiwi-zaaga'iganiing / Red Lake Nation (http://www.redlakenation.org/)

Medwakanton / Shakopee Mdewakanton Sioux Community (https://www.shakopeedakota.org)

Pezihutazizi / Oyate (Upper Sioux Community) (http://www.uppersiouxcommunity-nsn.gov/)

Gaa-waabaabigbiganikaag / White Earth Nation (https://whiteearth.com/home)

Social Services

American Indian Community Housing Organization (AICHO) (https://www.aicho.org/#/)

American Indian Family Center (AIFC) (https://www.aifc.net/)

Minnesota Indian Women's Resource Center (MIWRC) (https://www.miwrc.org/)

Minnesota Indian Women's Sexual Assault Coalition (MNIWSAC) (http://miwsac.org)

Northwest Indian Community Development Center (NWICDC) (http://www.nwicdc.org/)

National Indigenous Women's Resource Center (NIWRC) (https://www.niwrc.org/)

Substance Abuse and Mental Health (SAMSHA): American Indian and Alaska Native: Tribal Affairs (https://www.samhsa.gov/behavioral-health-equity/ai-an)

Tribal Law and Policy Institute (TLPI) (https://www.home.tlpi.org/)

APPENDIX C: Safe Harbor

Minnesota Department of Health Safe Harbor (https://www.health.state.mn.us/communities/safeharbor/)

Safe Harbor Housing (https://www.health.state.mn.us/communities/safeharbor/response/housing.html)

Safe Harbor and Labor Trafficking (https://www.health.state.mn.us/communities/safeharbor/response/labortrafficking.html)

Safe Harbor Protocol Guidelines (https://www.ramseycounty.us/sites/default/files/County%20Attorney/Safe%20Harbor%20Protocol%20Guidelines_Final.pdf)

Safe Harbor Regional Navigator Map (https://www.health.state.mn.us/communities/safeharbor/documents/safeharbormap.pdf)

APPENDIX D: Relationship Building[8]

Create a safe space for the private screening.	• Remove all other people from the room prior to screening, direct them to a waiting area, and explain that only clients/patients are allowed in the testing area. • Ensure that others are not able to hear the discussion. If the space has a door, be sure to close it to protect confidentiality. • Allow the person to choose where to sit (perhaps where they can see the door).
Meet the person's physical needs.	• Offer a snack and/or drink, if appropriate (keep in mind that survivors of sexual assault might need a Sexual Assault Nurse Examiner (SANE) exam, in which case this may not be appropriate). Remember that most individuals who have been trafficked experience some degree of deprivation of basic necessities, including sleep, urgent medical needs, and food. Hunger is a very common problem for individuals who have been trafficked. A person who is hungry will have difficulty focusing and may be irritable. • Show the person where the restrooms are located. • Periodically ask if they need anything or if you can get them anything.
Adopt open, nonthreatening body position.	• Remain at eye level; sit in a chair or squat when talking. • Remain close to the person, but do not hover. Respect personal space. • Refrain from touching the person. • Be aware of your body language and avoid crossing your arms.
Engage the patient/client.	• Maintain a calm tone of voice. • Maintain eye contact. • Keep a warm, natural facial expression. • Use active listening skills.
Adapt the screening process to accommodate the person's individual needs, if necessary.	• Match the client/patient's pace and mirror the language they use. • Do not rush, use judgmental language, or make generalized assertions about their experiences and circumstances. • Offer the person the opportunity to choose between a male or female screener, if both are trained and available to provide screenings.

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8 Adult Human Trafficking Screening Tool and Guide, Administration for Children and Families, Office on Trafficking in Persons, National Human Trafficking Training and Technical Assistance Center, January 18, pg. 9

Avoid any temptation to probe for unnecessary details.	• Remember that the goal is to identify and support individuals who have been trafficked or are vulnerable to trafficking in meeting their needs. • Obtain only the information needed to provide appropriate care or make relevant referrals. • Do not criticize or condemn the exploiter. A trafficking victim may experience distress and come to the defense of the trafficker.
Use respectful and empathetic language.	Examples include: • "This appears to be a bit uncomfortable for you. Please let me know if there is anything you need or if you need to take a break. I will do whatever I can to make this process as comfortable and as brief as possible for you." • "I am going to ask you eight questions. You can answer each question in one of three ways: 'yes,' 'no,' or 'I don't know.' You do not need to provide any specific details, and you may also decline to answer any question if you prefer to not answer." • Choose your words carefully and avoid conveying judgment.

Be prepared to respond to a potential trauma reaction.	• Using a calm and steady voice, be ready to coach a client/patient having a trauma reaction through some simple stress management exercises that will help take the focus off a traumatic memory, flashback, or anxiety/panic attack. Once the reaction is de-escalated, practicing these techniques with the client/patient for future use can be beneficial.
	• Be very familiar with these grounding techniques before administering:
	  • 4-7-8 breathing is simple and can calm one's anxiety/panic almost immediately. Share these steps with the client/patient: Instruct them to place the tip of their tongue against the roof of their mouth, behind the upper front teeth and keep it there. Instruct the person to exhale completely through the mouth, making a whoosh sound. Next, have them close their mouth and inhale through their nose to a mental count of 4. Then, have them hold their breath for a count of 7. Finally, have them exhale through their mouth making a whoosh sound to a count of 8. This is one breath cycle. Have them repeat the 4-7-8 cycle three more times.
	  • The 5-4-3-2-1 game can calm a person and help them stay anchored to their present surroundings (as opposed to becoming lost in traumatic memories or dissociating) by simply asking them to name five things they can see in the room, four things they can feel, three things they can hear, two things they can smell, and one good thing about themselves.
	  • To support and connect your client/patient to resources that can enhance their safety and quality of life, discuss their concerns that may arise from the screening, and provide helpful referrals or other available follow-up services that address those concerns.

APPENDIX E: Laws Related to Confidentiality and Privacy

Minnesota Statute 595.02: Describes limitations on sharing information in different professions including attorney, clergy, health care provider, therapist, licensed social worker, interpreter, licensed chemical dependency counselors, sexual assault counselor, domestic abuse advocate, and mediator.

Minnesota Statutes, Chapter 13 (The Government Data Practices Act): Describes requirements to protect data for various state employees as well as protections for crime victims. Non-governmental agencies receiving state grants are bound by Chapter 13 obligations.

Minnesota Statutes, Chapter 611A (Crime Victim Rights): Describes rights of crime victims including address confidentiality and the victim's access to information during the criminal justice process.

Various federal laws including the Violence Against Women Act, the Family Violence Prevention and Services Act, the Trafficking Victims Protection Act, and others carry confidentiality protections. Non-government agencies receiving federal grants under these and other related laws are bound by confidentiality obligations.