

Initial Appearance

As a victim of a crime, you have the Right to attend the Initial Appearance hearing.

If you are unable to attend the hearing, our staff is able to assist you over the phone by creating an Impact Statement, or you can use the link below to create your own Statement and email or fax it to us.

[Click here to submit an Impact Statement](#)

[Click here for helpful tips about writing an Impact Statement](#)

If you would like to appear, it is extremely important to arrive a minimum of 30 minutes prior to Court. Contact MCSO Victims' Assistance and Notification Unit at 602-876-8276

If you are unable or prefer not to appear at the Initial Appearance you may submit your Impact Statement:

- By PHONE at 602-876-8276
- By EMAIL to VANU@MCSO.maricopa.gov
- By FAXING to 602-252-5936

Your Statement will be given to the Judge and the Prosecutor and will have the same impact as being present in court.

We are located at:

201 South 4th Avenue
Phoenix, Arizona 85003
[Map it](#)

You must deposit money in the parking meters Monday through Friday (Except Holidays) 8:00 a.m. to 5:00 p.m. Cost is \$1.50 in change for 1 hour.

You will need to enter the 4th Avenue Jail on Madison, between 3rd& 4th Avenues. There are metal doors on the building that say **IA Court Viewing, Bonds & Fines.**

Once you enter the Lobby, you may call us directly on your cell phone so we can come out to prepare for court. If you do not have a cell phone, proceed to a bond window (after they have finished with a customer), inform the Clerk that you are a victim, here for court and they will call us. **You do not need to take a number or fill out a form in the Lobby.**

It is very important that you arrive a minimum of 30 minutes prior to court. This is necessary to prepare for your appearance.

You will have 3 options:

- You may observe the court without making a statement.
- You may turn in a written Impact Statement.
- You may make a Verbal Statement over a speaker system from a private, protected room. Please feel free to have someone attend with you, we want you to be comfortable.

**** If you have an Order of Protection to be served, it can be Served at this same time. ****

Initial Appearance Court is held at 4th Avenue Jail EVERY DAY, Including Holidays.

County Initial Appearance court times are held every 3 hours -(2am, 5am, 8am, 11am, 2pm, 5pm, 8pm, 11pm)

City of Phoenix Initial Appearance court times are 10am and 4pm

NOTE: Not all individuals that are arrested and booked by Phoenix Police Department are seen by the City of Phoenix Initial Appearance court. It is important to call the Victims' Assistance and Notification Unit (602-876-8276) to confirm an individual's Initial Appearance court time.

It is important to remember that a defendant must be seen in front of a magistrate within 24 hours.

NOTE: It is POSSIBLE for a defendant to be seen as quick as 2 hours depending on the court load when being booked into the county jail. It can take from 2 to 15 hours from initial arrest, depending on the arresting agency, to complete their own processing, transporting to 4th Avenue Jail and completing our Booking Process.

The following cities hold their own Initial Appearances for city charges:

Avondale Chandler Gilbert

Glendale Mesa Scottsdale

Tempe

If the judge releases them without a bond, they would not be brought into our custody.

Defendants that receive a court ordered bond amount would be booked into our custody for housing and any other charges not seen in city court, would be scheduled for an Initial Appearance at the 4th Avenue Jail, Initial Appearance Court.

What happens in Initial Appearance Court?

This is the first time a suspect appears in court. An initial appearance for a person in custody must be held within 24 hours of arrest.

At the County Initial Appearance, four important events take place:

- The suspect is informed of the allegations.
- The person is advised of the right to an attorney. If the court finds the person cannot afford an attorney, one will be appointed.
- Conditions of release are established. This means that the court will determine if the person shall be released on bond or their Own Recognizance, or remain jailed for the safety of the community.
- Another court date is set for the next proceeding, usually in a Justice Court or the Superior Court.

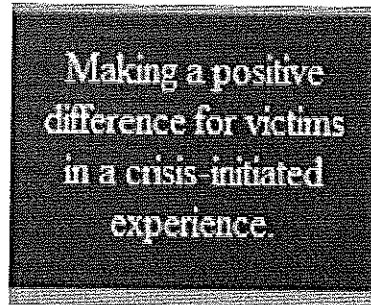
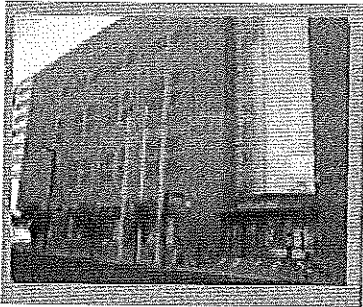
NOTE: At the City of Phoenix Initial Appearance, it is possible for a plea to be entered and a sentencing to take place.

As a crime victim, one of the most important rights you have is to let the court know, at the Initial Appearance, as well as at sentencing, how the crime has affected you and your family. A Victim Impact Statement helps to ensure your right to be heard even if you cannot personally appear. This is especially important because a defendant may be released from custody at any court setting.

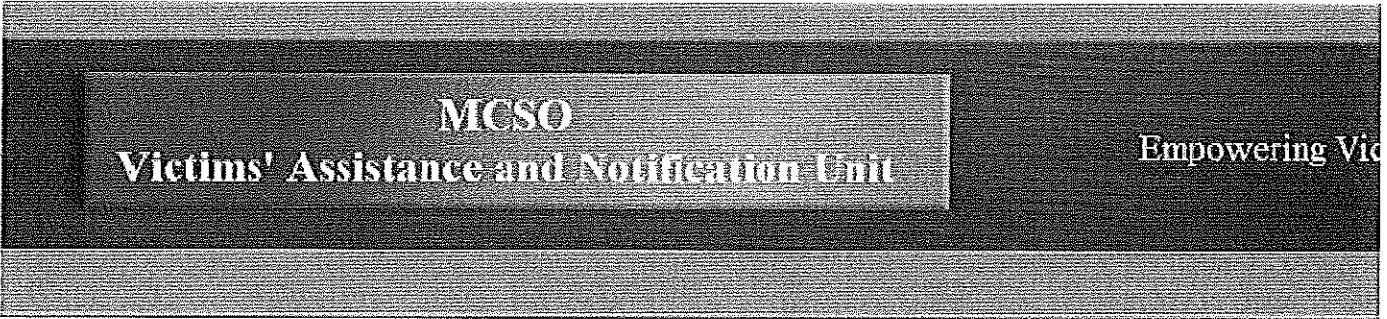
*** The Victim Impact Statement is not confidential and a copy will be given to the Judge, Defense Attorney or Defendant, and Prosecutor. Do not include your address and phone number in the statement if you wish to keep it confidential. ***

Again, if you are unable or prefer not to appear at the Initial Appearance you may submit an Impact Statement over the phone, by fax or electronically. Your Statement will be given to the Judge and the Prosecutor; it will have the same impact as being present in court.

[Click here to submit an Impact Statement](#)



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Resources

For charges that are being prosecuted through the City of Phoenix Courts, if you have questions or want to speak with an Advocate, contact the Victim Services Unit by calling 602-261-8192.

[Click here to access the City of Phoenix Victim Information Center website](#)

For charges that are being prosecuted through the Maricopa County Attorney's Office or for information on the services offered by the Maricopa County Attorney's Office, contact the Victim Services Division at 602-506-8522 or

[Click here to access Maricopa County Attorney's website](#)

To receive Case Notification by email. (for Superior Court Cases Only)

[Click here to access the Judicial Branch Website](#)

Referral Information

[Click here to view Referral Information](#)

Important Phone Numbers

[Click here for to view Shelter, Advocacy Center and Help Line phone numbers](#)

Law Enforcement Non-Emergency Phone Numbers

[Click here to view Non Emergency numbers for area Law Enforcement agencies](#)

Safe Plan

[Click here to view Safe Plan and Precautions](#)

Shelter Information

[Click here for list of Domestic Violence Shelters, Safe Houses and Services in Arizona](#)

Community Information and Referral Services information that brings people and services together to meet vital needs.

[Click here to access the Community Information and Referral Services website](#)

Arizona Department of Corrections

If you have questions or want to speak with an Advocate at the Arizona Department of Corrections Victim Services Unit, call 602-542-1853 or 1-888-787-7233.

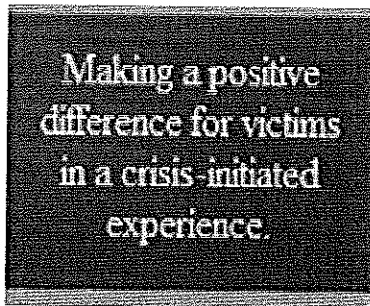
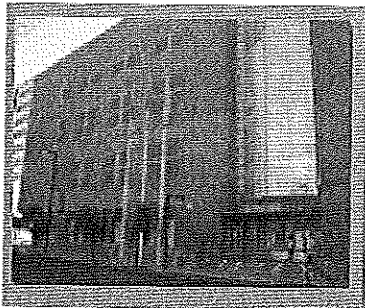
[Click here to access the Arizona Department of Corrections](#)

Homeland Security Investigations

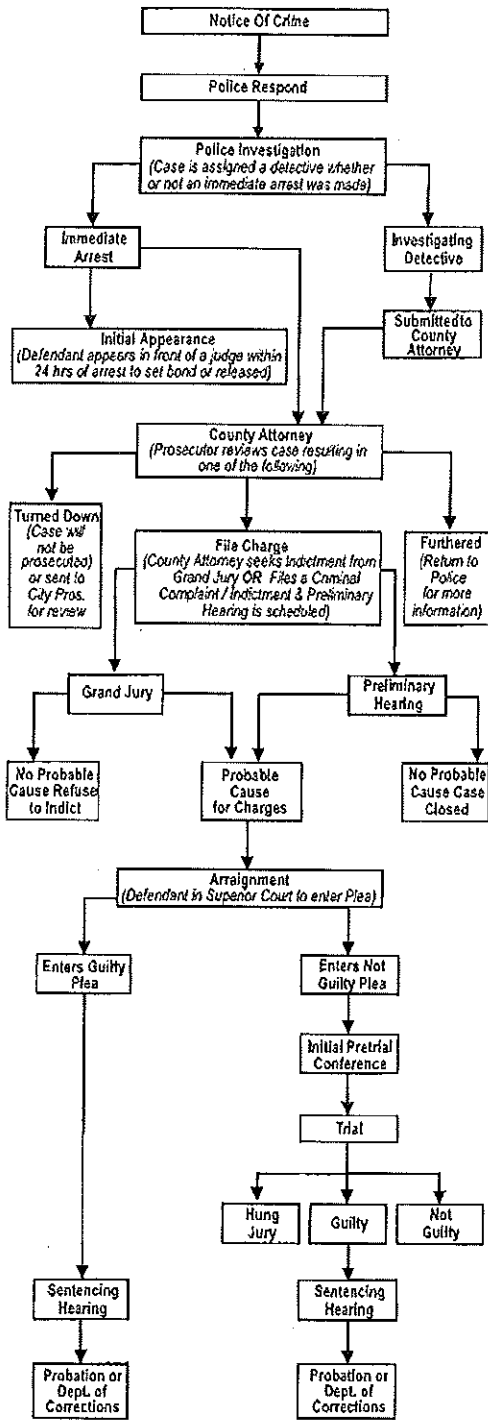
ICE Victim Notification Program

If you have questions or want more information from the U.S. Immigration and Customs Enforcement Victim Notification Program Hotline, call Toll Free at 866-872-4973.

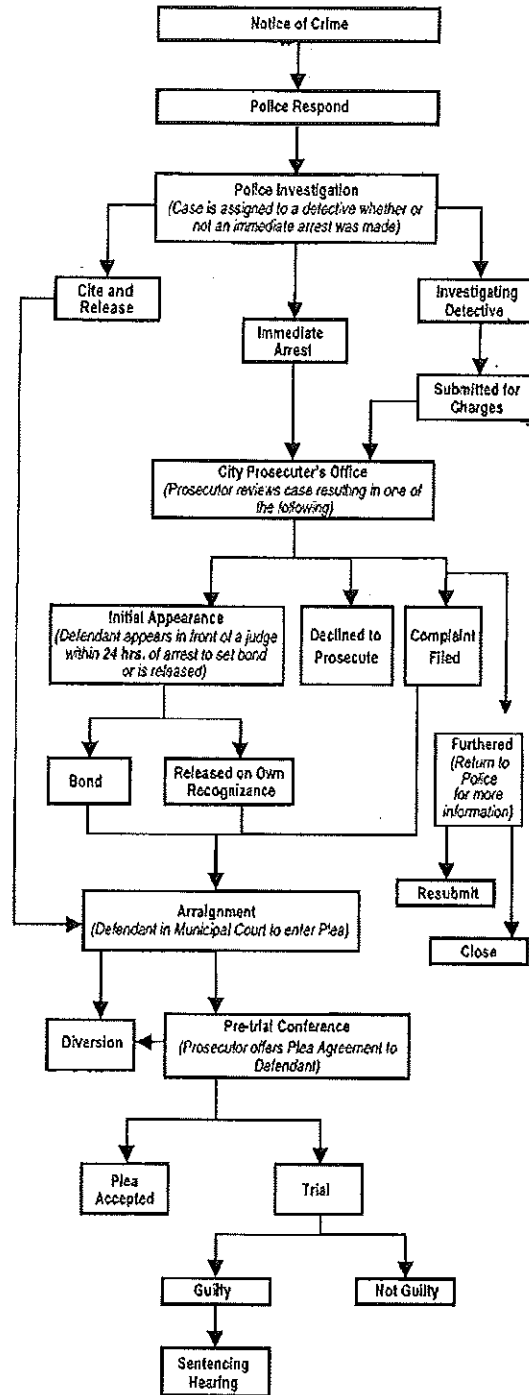
Click here to access the ICE Victim Notification Program website (Opens in New Window).
<http://www.ice.gov/victim-notification/>



Felony Adult Criminal Case Flowchart



Misdemeanor Adult Criminal Case Flowchart



CORRECTIONAL HEALTH SERVICES

An Overview of Mental Health Services within the Jails

Jail Liaison Public phone line: 602-876-7110

- Leave message with inmates name, DOB and if known, the booking number.
- State purpose of your call: medication alert, RBHA information, etc.
- Give call back information along with best time to contact *if appropriate.*
- Your message is automatically sent to all mental health supervisors at all jails.

Six Maricopa County Jails

- Each provide medical and mental health services
- Screening for Mental Health needs is completed on each arrestee during the booking process.
- Medications are verified and ordered if the person was currently prescribed in the community.
- Follow up appointment is scheduled based on need.
- Mental Health services are available to every detainee and can be accessed in the following ways: Inmate Health Care request or referral from staff, both MCSO and CHS, and from community referrals through the CHS Clinical Liaison.
- Outpatient Mental Health Treatment includes:
 - Pharmacological treatment, supportive counseling, psycho-educational information
- Emergent petitions (most often at intake area)
- SMI referral

Mental Health Unit located at Lower Buckeye Jail

- Provides higher level of treatment
- Suicide precautions
- PAD and emergent petitions
- SMI referrals
- Pharmacological treatment, supportive counseling, psycho-educational groups
- Release arrangements to RBHA case managers.

Community assistance to ensure continuity of care

- Call the Jail Liaison number (at top of page) and leave message containing:
 - Your relationship to the patient along with your call back number
 - Treatment information such as current meds, special needs, your specific concerns
- Maintain contact with the Mental Health Professional so we can support your treatment/housing plans upon re-entry to the community.