

	KENOSHA POLICE DEPARTMENT			
	POLICY AND PROCEDURE			
	42.7 Sensitive Crimes			
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I. PURPOSE

The purpose of this policy is to provide guidelines to assist members of the Kenosha Police Department in their efforts to respond to sensitive crimes.

II. POLICY

The Kenosha Police Department will provide a specialized, prompt and professional response in the investigation of all sensitive crimes.

III. DEFINITIONS

Sensitive crime: Crimes that include but are not limited to: sexual abuse of a child, exploitation of a child, physical abuse of a child, adult sexual abuse, domestic violence and elder abuse.

IV. SENSITIVE CRIMES UNIT

- A. The Sensitive Crimes Unit will consist of detectives who are specially trained in the investigation of sensitive crimes.
 1. The Captain of the Detective Division will assign the detective to the unit.
 2. The mission of the Sensitive Crimes Unit is to provide a specialized, prompt, and professional response to all sensitive crimes reported to the department.
 3. All Sensitive Crime Unit Detectives shall receive training in sensitive crime investigation. This training shall be specialized and ongoing
 4. The cases assigned to the Sensitive Crimes Unit shall be at the discretion of the Captain of the Detective Division.
 5. All investigations initiated by the Sensitive Crimes Unit shall comply with the protocols established by the Kenosha Police Department, Kenosha County Department of Social Services, and the Kenosha County District Attorney's Office.

V. PROCEDURES

- A. Sensitive Crimes-Responding Officers
 1. An officer responding to a report of a sensitive crime will first assess the victim's need for emergency medical treatment.

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2. The officer's second responsibility is to assess the victim's need for emotional support and arrange for that care, as needed. The providers of that care include but are not limited to:
 - ◆ Juvenile Crisis
 - ◆ Adult Crisis
 - ◆ Sexual assault counselors
 - ◆ Domestic abuse counselors
 3. As soon as the victim's medical and emotional needs are addressed an interview should take place to determine the type of crime that has taken place. This initial interview will provide valuable information that will guide the course of the investigation.
 - a. The officer should continue to be sensitive to the needs of the victim and explain the investigative process, i.e. the medical examination, the collection of evidence, initial statement, follow-up statement, etc.
 - b. The officer should reinforce the importance in obtaining physical evidence and explain the need for the victim to not bathe, not change clothes, or destroy anything that may be possible evidence.
 - c. The initial interview should be limited to the general framework of what took place, facts relating to evidence and the establishment the elements of the crime. The questioning as to specific details and the sexual nature of the incident should be left to the Sensitive Crime Unit Detective.
 4. An officer should remain with the victim throughout the initial stages of the investigation, explaining what must be done and why.
 5. The officer should accompany the victim to the hospital, remaining with the victim until the proper medical personnel and/or support persons are available.
 6. In most cases the officer should not remain in the examination room during the examination but should assure the victim that they will be available if needed.
 7. The officer should ensure that any evidence obtained is properly collected and preserved.
 8. The officer should ensure that a medical release form has been completed and signed.
 9. Before leaving the hospital, the officer shall obtain information as to where the victim may be contacted. Additionally, the officer should take the necessary steps to assure that the victim will have adequate protection, support, transportation, clothing, etc.
 10. The officer will provide the victim the telephone number and working hours of the Investigations Division so that victim may contact the department to get progress reports and follow-up information.
- B. The Medical Examination
1. Time is critical in obtaining medical evidence from the victim; therefore, the victim should be transported to the hospital for medical examination as soon as practical.
 2. The officer accompanying the victim to the hospital should request that hospital personnel not question the victim about irrelevant details of the crime.

C. Follow-up Investigation

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1. Sensitive Crime Unit detective should conduct all in-depth interviews with the victim.
2. Standard law enforcement procedures for locating or apprehending a suspect should be followed.
3. The Sensitive Crimes Unit Detective will prepare and update the cases assigned to them.
4. Questions about sensitive crime cases will be referred to the detective assigned the cases, or the Detective Bureau Supervisor.

D. Written Reports

1. Each officer should write his or her own report regarding their activities during the investigation, rather than writing joint reports.
2. Officers are to avoid the use of ambiguous or qualified language such as "alleged" victim.
3. The report should be as complete as possible in the officer's own words rather than quoting the victim directly.