



FIELD ORDERS

Chapter

ARS TITLE 13

Subject

Crimes Against Adults

OVERVIEW

This section is a guide for sexual offenses, abuse, and crimes involving adult victims. *See* FIELD Order [1517/Crimes Against Children](#) for procedure involving child sexual abuse, child abuse, and neglect.

LEGAL REVIEW

1. *See* ARS [13-1401/Definitions](#).
2. *See* ARS [13-1402/Indecent Exposure](#).
3. *See* ARS [13-1403/Public Sexual Indecency](#).
4. *See* ARS [13-1404/Sexual Abuse](#).
5. *See* ARS [13-1405/Sexual Conduct](#).
6. *See* ARS [13-1406/Sexual Assault](#).
7. *See* ARS [46-451/Definitions](#).
8. *See* ARS [46-454/Duty to Report Abuse](#).

SEXUAL OFFENSES

A. RESPONDING OFFICER

1. **First Aid** – Render first aid and determine if the victim requires immediate medical attention at the scene. If the victim does require medical attention, attempt to preserve physical evidence.
2. **Interviewing**
 - a. Briefly interview the victim to determine:
 - What crime occurred.
 - If the crime occurred within Scottsdale.
 - If the crime occurred within the past 120 hours.
 - If the suspect is known to the victim.
 - b. Do not conduct an in-depth interview with victims under 18 years of age.
3. **Suspect**
 - a. Do not contact the suspect, unless he or she is present and/or aware of the police investigation.
 - b. Make efforts to ensure the suspect does not learn of police involvement, if possible.
4. **Scene** – Secure the scene.
 - a. Isolate the victim.
 - b. Do not allow the victim to change clothes, bathe, eat, drink, smoke or use the restroom before the medical

examination at the Scottsdale Family Advocacy Center (SFAC).

- c. PCIS transports the victim to SFAC. If PCIS is not available, patrol may transport the victim. Patrol should make the necessary accommodations to ensure the victim does not feel like a suspect while being transported.
 - Do not allow the victim to drive to SFAC or be transported by non-police personnel.
 - d. Identify other crime scenes such as vehicles and homes.
 - 1) Attempt to secure these locations, if possible, unless your actions would inform the suspect of police involvement.
 - 2) If the victim has changed clothing, collect the clothing and impound the items per policy or turn them over to the investigating detective/Forensic Nurse Examiner (FNE) nurse.
 - e. The case officer must respond to SFAC and brief the case detective on the investigation.
5. **Attempt to Locate (ATL)** – Broadcast an ATL and time delay if the assault just occurred. Include the following:
- Weapons possessed by the suspect.
 - Mode and direction of travel.
 - The suspect's physical and clothing descriptions.
6. **Supervisor** – Notify a supervisor for:
- a. PCIS callout, if needed.
 - b. Detective callout if:
 - 1) The crime occurred within the last 120 hours, and/or,
 - 2) A possibility exists that physical evidence can be retrieved, such as:
 - Suspect's body fluids (semen, saliva, sweat, etc.).
 - Suspect's hair.
 - Any other trace evidence that can be collected from the victim.
 - 3) A detective is necessary to further the case and conduct immediate follow-up.

7. **Detective Response**
 - a. If a detective is responding:
 - 1) Wait with the victim at SFAC and brief the arriving detective.
 - 2) Use the main public lobby and/or SFAC quiet rooms. Do not bring victims/witnesses into the investigative area located on the east wing.
 - 3) Do not call for a Crime Scene Specialist (CSS).
 - 4) Keep witnesses and victims separated, if possible.
 - b. If a detective is not responding:
 - 1) Have the scene processed by a CSS, if applicable.
 - 2) Complete a report/investigation.
 - 3) Collect evidence and impound following procedure in Field Order 1110/Impound Policy.
 8. **Scottsdale Family Advocacy Center (SFAC)**
 - a. NEVER bring a suspect to SFAC.
 - b. In some circumstances, the on-call Crimes Against Persons (CAP) Supervisor may request that you bring the victim to SFAC for a forensic exam, yet not send a detective. In that case:
 - 1) Enter SFAC through the front door and wait in the public lobby and/or quiet room.
 - 2) The on-call CAP Sergeant calls out Forensic Nurses.
 - 3) Link the report to the Special Victims Unit (SVU) Sergeant.
 9. **Department Report (DR)** – Complete a DR and make it available to the case detective before the end of shift.
- B. **RESPONDING OFFICER or CASE DETECTIVE** provides the victim with victim's rights information.
1. The SVU detective impounds all sexual assault kits (SAKs) and completes a lab request. The lab request will provide a brief synopsis of the alleged crime.

2. If the case status is unfounded, the case detective impounds the kit as evidence. *See* INV Order 4011/Case Investigation for the definition of unfounded.
 - A lab request is not completed, unless further evidence shows that a crime occurred within the City of Scottsdale, or if approved by the SVU supervisor.

**MANDATORY REPORTING of
VULNERABLE ADULTS**

LEGAL – Pursuant to ARS [46-454/Duty to Report Abuse](#), when a report of abuse or neglect is received by law enforcement, Adult Protective Services (APS) is notified as soon as possible.

REPORTING OFFICER – Contact APS and give them all available information. Document your contact with APS in the DR.

DETECTIVE assigned to the case – Ensure the reporting officer contacted APS. If APS was not contacted, ensure that APS is notified, and in all cases, document the notification.

