

Case Review Worksheet – Law Enforcement Investigation Report

CASE (SUSPECT/DEFENDANT LAST NAME):

CASE REVIEWER:

1. Patrol Report (if present)	Concerns / observations related to the Patrol Report
<ul style="list-style-type: none"> <input type="checkbox"/> THE REPORT CAPTURES THE FEELINGS AND WORDS OF WHAT VICTIM EXPERIENCED IN LANGUAGE OF NON-CONSENSUAL SEX <input type="checkbox"/> CRIME SCENE SECURED WITH ALL POSSIBLE EVIDENCE RELATED TO OFFENDER AND VICTIM COLLECTED <input type="checkbox"/> ADVOCACY OFFERED / ADVOCACY ENGAGED <input type="checkbox"/> MEDICAL FORENSIC EXAM OFFERED/RECOMMENDED IF APPLICABLE (within 72 hours or long if situation dictates) <input type="checkbox"/> INFORMATION COMPLETE 	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	
2. Victim in-depth interview	Concerns or observations related to the victim interview
<ul style="list-style-type: none"> <input type="checkbox"/> THE REPORT CAPTURES THE FEELINGS, WORDS AND UNIQUE FACTORS RELATED TO WHAT VICTIM EXPERIENCED IN LANGUAGE OF NON-CONSENSUAL SEX <input type="checkbox"/> VICTIM CONTACTED IN A TIMELY MANNER (WITHIN 24 HOURS of RECEIVING INCIDENT REPORT) <input type="checkbox"/> CONTEXT OF FORCE, THREAT OR FEAR VICTIM EXPERIENCED WELL DOCUMENTED IN INTERVIEW (UNLESS NOT APPLICABLE) 	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	

3. <i>Suspect interview</i>	Concerns or observations related to the suspect interview
<input type="checkbox"/> SUSPECT INTERVIEW ATTEMPTED/ACCOMPLISHED <input type="checkbox"/> SUSPECT STATEMENTS OR ADMISSION CAPTURED IN DIRECT QUOTES (also tape recorded) <input type="checkbox"/> ELEMENTS OF 'VOLUNTARINESS' OF STATEMENT HIGHLIGHTED (or suspect mirandized if in custody)	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	
4. <i>Witness identification and interviews</i>	Concerns / observations related to witness ID & interviews
<input type="checkbox"/> WITNESSES AT SCENE IDENTIFIED AND INTERVIEWED <input type="checkbox"/> WITNESSES WHO KNOW THE SUSPECT INTERVIEWED <input type="checkbox"/> ROOMMATES, FAMILY MEMBERS & OTHERS WHO HAD CONTACT WITH VICTIM INTERVIEWED <input type="checkbox"/> MEDICAL RESPONDERS INTERVIEWED (if applicable)	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	

5. Evidence Collection including medical evidence	Concerns / observations related to evidence collection
<input type="checkbox"/> DOCUMENTS NECESSARY TO PROVE ELEMENTS OF THE CRIME INCLUDED (FORENSIC-MED EXAM, BCA REPORT, HARASSMENT ORDERS, INTERVIEW TRANSCRIPTS THAT DEMONSTRATE THREAT OF FEAR) <input type="checkbox"/> ANY KEY EVIDENCE MISSING FROM PATROL REPORT COLLECTED <input type="checkbox"/> SUSPECT EXAM CONSIDERED/CONDUCTED (especially if in custody)	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	
6. Records check & documentation of suspect previous history	Concerns or observations related to offender previous history documentation
<input type="checkbox"/> HISTORY OF SUSPECT SEXUAL OFFENSES DOCUMENTED INCLUDING PAST POLICE REPORTS, COURT ORDERS, ORDERS FOR PROTECTION <input type="checkbox"/> COMPREHENSIVE CRIMINAL HISTORY CHECK CONDUCTED	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	

7. Investigator Report Preparation & Presentation	Concerns / observations related to investigation report
<ul style="list-style-type: none"> <input type="checkbox"/> INCLUDED SUMMARY OF ALL EVIDENCE UNCOVERED IN COURSE OF INVESTIGATION <input type="checkbox"/> ACCURATELY CAPTURED THE FEELINGS AND WORDS ABOUT WHAT VICTIM EXPERIENCED IN LANGUAGE OF NONCONSENSUAL SEX <input type="checkbox"/> DOCUMENTED UNIQUE FACTORS THAT AFFECTED VICTIM'S EXPERIENCE & CLARIFY VICTIM'S ACTIONS <input type="checkbox"/> DOCUMENTED SUSPECT'S AND OTHERS' STATEMENTS THAT CORROBORATED VICTIM ACCOUNT <input type="checkbox"/> DOCUMENTED ANY ADDITIONAL THREATS FROM SUSPECT TO VICTIM; ADDRESSED ACTION TAKEN IN RESPONSE TO THREAT <input type="checkbox"/> DOCUMENTED THE VICTIM'S USE OF DRUGS AND/OR ALCOHOL IN A STRAIGHTFORWARD WAY. CIRCUMSTANCES OF THE USE WERE EXPLAINED, AND IMPACT ON THE VICTIM'S PERSPECTIVE AND EXPERIENCE DURING THE SEXUAL ASSAULT WERE NOTED. 	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	
8. Victim Engagement & Collaboration	Concerns or observations related to victim engagement
<ul style="list-style-type: none"> <input type="checkbox"/> VICTIM INFORMED OF AVAILABILITY OF AN ADVOCATE WITH FIRST CONTACT <input type="checkbox"/> VICTIM ADVOCATE CONTACTED THROUGHOUT PROCESS <input type="checkbox"/> VICTIM PROVIDED CRIME VICTIMS' RIGHTS CARD (611A.02) INCLUDING INFORMATION ABOUT REPARATIONS AND RIGHT TO REQUEST LE WITHHOLD IDENTITY FROM PUBLIC ACCESS 	
<p>'ADDITIONAL POINTS' OBSERVATIONS</p>	

OTHER NOTES REGARDING THEMES:

