

Appendix 3M

Supervising Domestic Violence Investigations Case Review Checklist

**Instructions: Check all elements included in investigation response to this case.
Reference *Blueprint Chapter 3, Protocol 3: Domestic Violence Investigations***

<i>Domestic Violence Investigations Case Review Checklist</i> Case # _____	<i>Comment</i>
<input type="checkbox"/> Appropriate priority in case assignment	
<input type="checkbox"/> Follow-up interviews with all witnesses if initial interview incomplete or missing important information <ul style="list-style-type: none"> ○ 911 caller ○ Children 	
<input type="checkbox"/> Follow-up interview with victim <ul style="list-style-type: none"> ○ Account of events surrounding the incident ○ Attention to whether suspect has ever warned victim about talking to police or seeking help ○ Specifics of any threats or warnings from suspect ○ Initial and continuing treatment of injuries 	
<input type="checkbox"/> Domestic violence risk assessment with victim <ul style="list-style-type: none"> ○ Conducted and results noted in report ○ Attention to severity and frequency of abuse ○ Attention to victim's level of fear 	

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<ul style="list-style-type: none"> ○ Attention to suspect’s actions to isolate victim ○ History of violence (whether or not law enforcement was contacted) 	
<ul style="list-style-type: none"> <input type="checkbox"/> Follow up investigation on any indications or suspicions of: <ul style="list-style-type: none"> ○ Strangulation ○ Stalking ○ Witness tampering or intimidation ○ Sexual coercion or aggression 	
<ul style="list-style-type: none"> <input type="checkbox"/> Recorded statements as required by law and in other situations 	
<ul style="list-style-type: none"> <input type="checkbox"/> Verification of signed release and gathering of medical reports 	
<ul style="list-style-type: none"> <input type="checkbox"/> Comprehensive criminal history check, including MNCIS and juvenile record 	
<ul style="list-style-type: none"> <input type="checkbox"/> Documentation of all history of abuse <ul style="list-style-type: none"> ○ Past PD reports on the offender ○ Past and current court orders: OFP and HRO (including Petition and Affidavit portions), DANCO ○ Police reports from other jurisdictions (MN & elsewhere) in cases of stalking or increased risk of harm 	

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<p><input type="checkbox"/> Evidence collection</p> <ul style="list-style-type: none"> ○ Follow-up photographs of injuries ○ Physical evidence not collected by patrol ○ Any weapons used in incident (and highlight threats to kill) ○ Recordings or printouts of relevant voice mail, e-mail, text messages, and similar evidence 	
<p><input type="checkbox"/> Missing information in patrol report noted and addressed</p>	
<p><input type="checkbox"/> Information to probation officer conducting presentence investigation according to <i>Memorandum of Understanding Regarding Exchange of Records</i>, if applicable</p>	
<p><input type="checkbox"/> Gone-on-arrival (GOA) cases</p> <ul style="list-style-type: none"> ○ Assign priority according to victim injury or impairment; possible witness tampering, strangulation, or stalking; increased risk of harm or high level of victim fear ○ Complete investigation, including victim interview and domestic violence risk assessment ○ Notify victim of attempt to interview suspect ○ Conduct in-person interview of suspect out of custody if possible 	

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<ul style="list-style-type: none"> ○ Notify victim if investigator assesses increased risk of harm ○ Check probation status; if so, forward incident report and contact with probation officer ○ Interview in-custody suspect in jail ○ Notify victim of prosecutor’s charging decision 	
<ul style="list-style-type: none"> <input type="checkbox"/> Collaboration with victim <ul style="list-style-type: none"> ○ Protect victim from suspect retaliation: do not disclose what victim has told investigators ○ Provide investigator name and contact information ○ Encourage victim to report suspect contact, abusive behavior, violations ○ Request victim report any threats by suspect for cooperating with the investigation ○ Inform victim of importance of keeping a record of mail, voice mail, e-mail, texts, etc. by suspect or others acting on suspect’s behalf ○ Assist victim with problem-solving around personal safety 	
<ul style="list-style-type: none"> <input type="checkbox"/> Follow-up and referral to supervisor on case declined by prosecutor that investigator believes has merit 	
<ul style="list-style-type: none"> <input type="checkbox"/> Investigation of cases involving department employees according to protocol 	

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<ul style="list-style-type: none"> ○ Notify supervisor of suspect’s unit, if necessary ○ Connect victim with SPIP ○ Reports and information to suspect’s commander ○ Refer to prosecuting authority ○ Refer to BCA or another jurisdiction as warranted 	
<ul style="list-style-type: none"> <input type="checkbox"/> Investigation of cases involving public figures according to protocol <ul style="list-style-type: none"> ○ Coordinate with Public Information Officer ○ Shield victim from media inquiries ○ Omit victim contact information from report if requested ○ Connect victim with advocacy program 	

Case review summary

How could the investigation of this case have been more thorough and complete according to PD policy and protocol regarding response to domestic violence cases?

Reviewed by:

Signature:

Date: