

12.315 INVESTIGATION OF RAPE AND OTHER SEXUAL ASSAULT OFFENSES

References:

Procedure 12.720 – Evidence: Submitting For Physical Analysis
Ohio Revised Code 2907 – Sex Offenses

Purpose:

Establish responsibility for preliminary and follow-up investigations of rape and other sexual assaults.

Reduce victim trauma by limiting the times the victim has to repeat details of the offense.

Improve victim cooperation during the reporting, investigation, and prosecution of these offenses.

Enhance the collection, identification, preservation, and continuity of evidence.

Policy:

Whenever any officer files a complaint for a violation of Ohio Revised Code 2907, the victim's name will not appear on the complaint. When the victim is a minor, officers will use the term "A minor" in the space for complainant. If the victim is an adult, officers will use the initials of the adult. This will aid in protecting the identity of sex crime victims. The victim's name will still appear on Ohio Incident Based Reports.

District personnel are responsible for the preliminary investigation of rape and other sexual assault offenses. Sexual offense reports will be routed as outlined in Procedure 12.400, Incident and Miscellaneous Reporting.

Procedure:

- A. Investigation of Rape, Sexual Battery, Unlawful Sexual Conduct with a Minor, Gross Sexual Imposition, and Sexual Imposition:
 1. When one of the above sexual assault offenses is reported to district personnel, the investigating officer will summon a supervisor to coordinate the preliminary investigation.
 - a. Whenever possible, the supervisor and officer who received the complaint should be the only persons interviewing the victim to determine the correct statutory offense.
 - 1) Hold this interview in a place free from interruptions, witnesses, other police officers, etc.
 - 2) Avoid having the victim repeatedly describe the intimate or embarrassing details of the offense.

2. Transport victims 13 years of age and older to University Hospital for a physical/rape examination unless a victim insists on a private physician or another hospital. Transport victims under 13 years of age to Children's Hospital. Transport pregnant victims of any age to University Hospital.
 - a. Prior to transporting the victim, the investigating officer or supervisor will contact a Personal Crimes Squad (PCS) or Criminal Investigations Section (CIS) supervisor for direction. It may be preferable for an investigator to interview the victim prior to any exam.
 - b. Whenever possible, the officer who received the complaint should be the transporting officer.
3. The district supervisor coordinating the investigation will request CIS/PCS respond if:
 - a. There is an immediate need to gather physical evidence (e.g., blood, semen stains, fingerprints, etc.).
 - b. The offense is fresh and to delay follow-up would jeopardize the successful completion of the investigation.
4. If CIS/PCS investigators respond, they will assume the authority and responsibility of the investigation. This includes completion of a Form 301, Incident Report, and any additional supplement reports.
 - a. CIS/PCS will immediately provide the district desk officer with the Records Management System case number and other facts necessary to keep district personnel informed.
 - b. District personnel will aid CIS/PCS in protecting the crime scene, making wanted broadcasts, locating suspects and witnesses, arresting perpetrators, searching for evidence, etc.
5. District personnel will complete the Form 301 when CIS personnel do not respond to the scene.
 - a. Note the examining hospital facility or private physician on the Form 301.
 - b. Include witness information, evidence held, and other results of the preliminary investigation on the Form 311G.
 - c. Send a blotter notification to PCS and notify CIS desk personnel immediately. The blotter notification should include the offense type, time and date, location, and Records Management System case number.
 - d. District personnel may discover information about the offense after the preliminary investigation is over. Provide this information to CIS to aid them in the follow-up investigation.

B. Rape Evidence Kits:

1. University Hospital and Children's Hospital have locked cabinets to secure physical evidence taken from the victim by the examining physician. The physician will identify and place this evidence in paper bags for deposit into the cabinet. The rape evidence kit includes the rape exam report, clothing, pubic combings, fingernail scrapings, blood samples, etc.
 - a. Only PCS investigators will pick up and process evidence from University Hospital and Children's Hospital.
 - b. PCS investigators will contact University and Children's Hospitals at a minimum of once a week to ensure evidence has been picked up.
2. If the physical/rape examination occurs somewhere other than University Hospital or Children's Hospital, contact a CIS/PCS supervisor to determine who will transport the rape evidence kit.