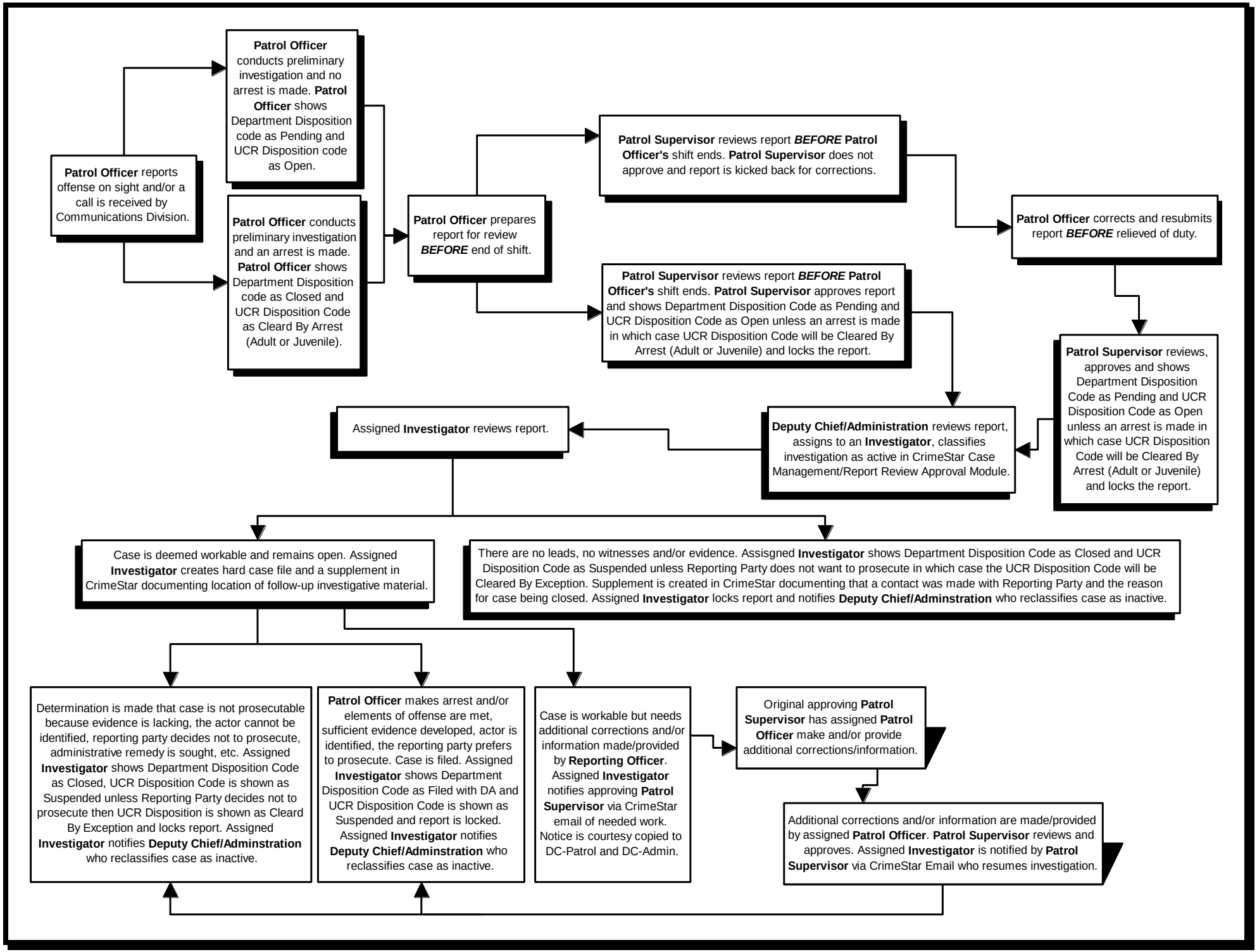
Patrol Officer reports offense on sight and/or a call is received by Communications Division.
Patrol Officer conducts preliminary investigation and no arrest is made. Patrol Officer shows Department Disposition code as Pending and UCR Disposition code as Open.
Patrol Officer conducts preliminary investigation and an arrest is made. Patrol Officer shows Department Disposition code as Closed and UCR Disposition Code as Cleard By Arrest (Adult or Juvenile).
Patrol Officer prepares report for review BEFORE end of shift.
Patrol Supervisor reviews report BEFORE Patrol Officer's shift ends. Patrol Supervisor does not approve and report is kicked back for corrections.
Patrol Officer corrects and resubmits report BEFORE relieved of duty.
Patrol Supervisor reviews report BEFORE Patrol Officer's shift ends. Patrol Supervisor approves report and shows Department Disposition Code as Pending and UCR Disposition Code as Open unless an arrest is made in which case UCR Disposition Code will be Cleared By Arrest (Adult or Juvenile) and locks the report.
Patrol Supervisor reviews, approves and shows Department Disposition Code as Pending and UCR Disposition Code as Open unless an arrest is made in which case UCR Disposition Code will be Cleared By Arrest (Adult or Juvenile) and locks the report.
Deputy Chief/Administration reviews report, assigns to an Investigator, classifies investigation as active in CrimeStar Case Management/Report Review Approval Module.
Assigned Investigator reviews report.
Case is deemed workable and remains open. Assigned Investigator creates hard case file and a supplement in CrimeStar documenting location of follow-up investigative material.
There are no leads, no witnesses and/or evidence. Assisgned Investigator shows Department Disposition Code as Closed and UCR Disposition Code as Suspended unless Reporting Party does not want to prosecute in which case the UCR Disposition Code will be Cleared By Exception. Supplement is created in CrimeStar documenting that a contact was made with Reporting Party and the reason for case being closed. Assigned Investigator locks report and notifies Deputy Chief/Adminstration who reclassifies case as inactive.
Determination is made that case is not prosecutable because evidence is lacking, the actor cannot be identified, reporting party decides not to prosecute, administrative remedy is sought, etc. Assigned Investigator shows Department Disposition Code as Closed, UCR Disposition Code is shown as Suspended unless Reporting Party decides not to prosecute then UCR Disposition is shown as Cleard By Exception and locks report. Assigned Investigator notifies Deputy Chief/Adminstration who reclassifies case as inactive.
Patrol Officer makes arrest and/or elements of offense are met, sufficient evidence developed, actor is identified, the reporting party prefers to prosecute. Case is filed. Assigned Investigator shows Department Disposition Code as Filed with DA and UCR Disposition Code is shown as Suspended and report is locked. Assigned Investigator notifies Deputy Chief/Adminstration who reclassifies case as inactive.
Case is workable but needs additional corrections and/or information made/provided by Reporting Officer. Assigned Investigator notifies approving Patrol Supervisor via CrimeStar email of needed work. Notice is courtesy copied to DC-Patrol and DC-Admin.
Original approving Patrol Supervisor has assigned Patrol Officer make and/or provide additional corrections/information.
Additional corrections and/or information are made/provided by assigned Patrol Officer. Patrol Supervisor reviews and approves. Assigned Investigator is notified by Patrol Supervisor via CrimeStar Email who resumes investigation.