4-26/020.00 - Worthless Documents

CLASSIFICATION Crime or Incident	FORM NUMBER FILE NUMBER PRIORITY	ASSIGNMENT AND ACTION	ADDITIONAL INFORMATION AND STATISTICAL CODES
4-26/020.00 WORTHLESS DOCUMENTS			For line procedures, refer to volume 5, chapter 9.
Access cards, arrest made:			
-access card, counterfeit, sales drafts	SH-R-49URN 10	Station/unit detective A	When an arrest is made on 484(e) through (j) PC, 496 PC, 497 PC or 532 PC, involving access cards, notify station/unit detectives. Code 105 - Forgery, access cards.
Access cards, arrest not made:			
-access card, counterfeit, sales drafts, suspect fled location	SH-R-49 URN 10	Station/unit detective A	When the station/unit receives a call that a forgery suspect is at a location using an access card, and then has fled the location, a patrol unit shall be dispatched. If there is no immediate or subsequent arrest made, a report (SH-R-49) shall be taken. Code as applicable.
-Lost or stolen	SH-R-49 URN Use appropriate crime classification	Station/unit detective A	When access cards are among those items reported lost or stolen, they should be treated as part of that original crime; i.e., burglary, robbery, theft, etc. The victim should be directed to report the lost or stolen access card to their respective card issuing company. Code as applicable.
False impersonation of another to obtain credit or any item of value (Identity Theft)	SH-R-49 URN 11	Fraud & Cyber Crimes Bureau/Fraud Detail A	Advise citizen to contact their credit bureaus. Forward a copy to the Fraud Detail. If there is no workable information, the victim may purchase a copy of the report without specific authorization from the Fraud Detail.

-Unlawful use of, card holder reporting usage	SH-R-49 URN Use appropriate crime classification	Station/unit detective A	When a card holder receives unauthorized charges on his statement, he will be instructed to report the fraudulent usage to the company that issued the access card.
False application (identity theft)	SH-R-49 URN 11	Fraud & Cyber Crimes Bureau/Fraud Detail A	Advise the victim to contact their credit bureaus. Forward a copy to the Fraud Detail. If there is no workable information, the victim may purchase a copy of the report from the station/unit without specific authorization from the Fraud Detail.
Found			See Found -- Other under "Property."
Merchant Rreporting usage	SH-R-49 URN Use appropriate crime classification	Station/unit detective A	An incident report will be taken from a merchant who has suffered a loss or an attempted loss when an access card was presented to obtain money or merchandise and when the crime occurred in the jurisdiction of this Department.
Taken in burglary, robbery, theft, etc.	See under appropriate crime classification		Where credit cards are among the items taken in a burglary, robbery, theft, etc., include this information in this report. Advise victim to notify the issuing agency. Enter into the Automated Property System (APS).
Telephonic usage	SH-R-49 URN Use appropriate crime classification	Station/unit detective A	An incident report shall be taken from a merchant who telephonically accepted an access card for money or merchandise. **NOTE:** The merchant must have suffered the loss, otherwise a report shall be taken from a representative of the agency issuing the access card. Code as applicable.

Blank or completed checks, check protector stolen	See under appropriate crime classification	Station/unit detective A	Enter check protector or check writer into APIS or NCIC article file. Indicate in crime classification whether checks or check protector stolen. Send immediate broadcast giving check description - type of printed information thereon, number of series, color, bank and branch, name of person who is authorized to sign check and account number; check protector description - make, model, serial number, and color. **NOTE:** No stolen check broadcast to be made if a complete description of the checks is not available. When broadcast is made, it is initiated by patrol. Code for type of theft involved.
Checks, arrest made:			
-Account closed, NSF	SH-R-49 URN 10	Station/unit detective A	May be misdemeanor (see 476(a) PC). Immediately notify station/unit detective during normal business hours. If prior URN filed in Sheriff's jurisdiction, submit supplemental report under same URN. Code 101 - NSF, Account closed, checks (over $200). Code 102 - NSF, Account closed, checks ($200 or less).
-Counterfeit forgery, irregular signature, fictitious print, unlawful possession	SH-R-49 URN 10	Station/unit detective A	Immediately notify station/unit detectives during normal business hours. Code as applicable.
Checks, arrest not made:			

-Account closed, NSF	SH-R-49 URN 10	Station/unit detective A	Victims shall be referred to the Los Angeles County District Attorney's "Bad Check Restitution Program" (see section 5-09/020.00). Cases determined by the district attorney's office to need further investigation for possible prosecution, will be referred to the detective bureau of the Sheriff's station/unit having jurisdiction.
-Counterfeit, forgery, irregular signature, fictitious print, unlawful possession	SH-R-49 URN 10	Station/unit detective A	Notify station/unit detectives immediately. Code as applicable.
-Suspect fled	SH-R-49 URN 10	Station/unit detective A	When the station/unit receives a call that a forgery suspect is at the location or fled the location, a patrol unit shall be dispatched. An Incident Report (SH-R-49) shall be taken whether or not an immediate arrest is made. Code as applicable.
Checks, found			See "Property."
Checks, lost			See "Property."
Forgery - miscellaneous	SH-R-49 URN 10	Station/unit detective A	Notify station/unit detectives immediately. Code 107 - Forgery, other.
Prescriptions, forged	SH-R-49 URN 11	Narcotics Bureau A	Code 104 - Forgery, prescription.
Theft of blank checks	SH-R-49 URN 8 or 38	Station/unit detective A	Patrol to send immediate JDIC broadcast giving description of checks. DOJ requires MO data. Code as applicable.