

14-03 - SCAR Clearance Narrative/Checkoff Report- SACR Clearance Narrative/Checkoff Report Form

Los Angeles County Sheriff's Department

NEWSLETTER

Field Operations Support Services, (323) 890-5411



SCAR CLEARANCE NARRATIVE/CHECKOFF REPORTS

Investigating a Suspected Child Abuse Report (SCAR) allegation can be complex and difficult. Patterns of abuse are often ongoing and require detailed tracking and documentation. The SCAR Clearance Narrative/Check-Off Report form was created to track all child abuse allegations which will keep deputies informed, address liability issues, and better protect the safety of the children. This report is not an Incident Report (SH-R-49). It is to be used by Deputies when they can articulate beyond a reasonable doubt that no child abuse has occurred (Field Operations Directive 03-04, Child Abuse and Neglect Reporting Act). If a Deputy suspects or there is actual child abuse, the Deputy shall write a criminal Incident Report or a suspicious circumstances Incident Report.

A different URN should not be drawn for each SCAR Clearance Narrative/Checkoff Report if more than one report is generated for one SCAR. The URN should be drawn when the investigation is concluded and the correct statistical code is known. All SCAR Clearance Narrative/Checkoff Reports for the same SCAR wherein no crime is suspected shall have the same URN number with a statistical code of 419. If a crime is suspected, all SCAR Clearance Narrative/Checkoff Reports for the same SCAR shall have the same URN as the Incident Report. The Watch Deputy is responsible for tracking all SCARs and subsequently all approved Clearance Narrative/Checkoff Reports.

This form shall also be used for ALL child abuse calls which are generated by a mandated reporter or the general public directly to the station and the incident does not contain the elements of a crime.

The Watch Deputies shall also use this form if the SCAR clearly fails to establish a basis for an investigation and they have received the Watch Commander's approval to not assign the SCAR. The Watch Deputy shall enter the URN and a description of why an investigation is not required and check the "No Investigation" box in the E-SCAR system. The Watch Commander shall sign and date the SCAR Clearance Narrative/Checkoff Report in the "No Investigation" box. Rerouted SCARs do not require a Clearance Narrative/Checkoff Report.

Additional information regarding child abuse may be found on the Department's Manual of Policy and Procedures' website <http://intranet/Intranet/MPP/index.htm>, Special Victim's Bureaus website, <http://intranet/intranet/sites/SVB/index.htm>, and Field Operations Support Services website, <http://intranet/intranet/sites/Rmb/FOSS/FOSS.html>.

Information regarding the content of this newsletter may be directed to Field Operations Support Services.
