


# TEXARKANA POLICE DEPARTMENT

## GENERAL ORDERS MANUAL

<b>SUBJECT</b>	<b>Sexual Assault Examinations</b>		
<b>NUMBER</b>	<b>1106.01</b>	<b>EFFECTIVE DATE</b>	<b>April 12, 2011</b>
<b>Scheduled Review Date</b>	<b>June 01, 2012</b>	<b>ISSUE DATE</b>	<b>April 12, 2011</b>
<b>Date Reviewed</b>		<b>REVISION DATE</b>	
<b>APPROVED BY</b>		<b>(Reserved for Expansion)</b>	

### I. Purpose and Scope

- A. This policy addresses sexual assault examinations as they apply of those individuals who have become victims of a sexual assault. The policy is intended to provide a series of guidelines to officers of the Department that provides direction whenever the officer encounters an investigation of a sexual assault. This policy applies to commissioned members of the Texarkana Police Department.

### II. Policy

- A. It shall be the policy of the Texarkana Police Department to develop, manage and disseminate a series of guidelines that effectively provide direction and govern issues surrounding sexual assault examinations as they apply to those individuals who have become victims of a sexual assault. All members of the Department shall recognize and adhere to the guidelines set forth within this policy.

### III. Procedure

#### A. Adult Sexual Assault Cases

1. During those instances in which an officer of the Texarkana Police Department encounters an adult aged victim of an alleged sexual assault, the responding officer should strongly encourage the victim to submit to a sexual assault examination provided by the medical staff located at Christus St. Michael Hospital. For purposes aligned with sexual assault examinations, members of the Department should not refer any sexual assault victim to any other medical facility.

#### B. Juvenile Sexual Assault Cases

1. Incidents Involving Recent Sexual Contact
  - a. During those instances in which an officer of the Texarkana Police Department encounters a juvenile aged victim of an alleged sexual assault, the responding officer shall ensure the Criminal Investigation Division Juvenile Section, Crimes Against Persons Section or the CID supervisor is immediately notified of the circumstances **when such sexual contact is believed to have occurred within 72 hours of the reporting time.**
  - b. If the report is made after regular office hours, the officer shall ensure the on-call detective is contacted **prior to any sexual assault examination by a medical facility.**

Page 1 of 2	Effective Date: April 12, 2011
Subject: Sexual Assault Examinations	Number: 1106.01

- (1) The determination will be made at that time whether the juvenile victim should be referred to Christus St. Michael Hospital or Arkansas Children's Hospital in Little Rock, Arkansas for a complete sexual assault examination. The officer should ensure all of the pertinent information is provided to the detective who will maintain the responsibility for determining which facility is utilized.

2. All Other Sexual Contact

- a. During those instances in which an officer of the Texarkana Police Department encounters a juvenile sexual assault victim, and the sexual contact is believed to have occurred outside of the 72 hours window, the officer should take the report and obtain all of the pertinent information.
  - (1) If the sexual assault report is made after regular hours, the officer should complete the report without notifying the on-call detective; however, the officer should instruct the reporting person to contact the Criminal Investigation Division the following day for instructions regarding a sexual assault examination.
  - (2) If the report is taken during regular working hours, the reporting person should immediately be referred to the Criminal Investigation Division for immediate follow-up. The officer should ensure the reporting person is made aware of the fact the Criminal Investigation Division will assist the victim with obtaining a sexual assault examination.
- b. If the juvenile is in jeopardy of a secondary sexual assault by virtue of the alleged perpetrator having access to the juvenile, the reporting officer should ensure the Criminal Investigation Division is notified immediately.
- c. During those instances in which an officer of the Texarkana Police Department encounters a juvenile sexual assault victim already at a medical facility, the officer should ask the medical staff to postpone the sexual assault examination until the Criminal Investigation Division has been notified. If the sexual assault examination has been conducted prior to the officer's arrival, the officer should complete the report and forward any evidence obtained in accordance with [\*General Order 1102.02---Property and Evidence Control.\*](#)

Page 2 of 2	Effective Date: April 12, 2011
Subject: Sexual Assault Examinations	Number: 1106.01