

CINCINNATI POLICE DIVISION

156754

TRAINING GUIDE  
FOR  
RESPONSE AND INVESTIGATION  
OF  
DOMESTIC VIOLENCE

RECEIVED

OCT 10 1995

ACQUISITION

Substitute House Bill 335 enacted and amended various sections of the Ohio Revised Code (ORC). House Bill 335 was signed by Governor Voinovich on 12/09/94 and becomes effective 3/09/95.

The Violent Crime Control and Law Enforcement Act of 1994 addresses the enforcement of out of state Temporary Protection Orders (TPO).

The major points of these laws for police officers are as follows:

ORC Section 2919.25 - Domestic Violence (DV)

- A. No person shall knowingly cause or attempt to cause physical harm to a family or household member.
- B. No person shall recklessly cause serious physical harm to a family or household member.
- C. No person, by threat of force, shall knowingly cause a family or household member to believe that the offender will cause imminent physical harm to the family or household member.
- D. Whoever violates this section is guilty of domestic violence.
  1. A violation of Subsection C. listed above is a misdemeanor of the fourth degree.
  2. A violation of Subsections A. or B. listed above is a misdemeanor of the first degree.
  3. If the offender has been convicted previously of ORC Sections 2919.25 - Domestic Violence, 2903.11 - Felonious Assault, 2903.12 - Aggravated Assault, 2903.13 - Assault, 2903.211 - Menacing by Stalking, or 2911.211 - Aggravated Trespass involving a person who was a family or household member at time of such violation, a violation of Subsections A. or B. listed above is a felony of the fourth degree.

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to the National Criminal Justice Reference Service (NCJRS).

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4. If the offender has been convicted previously of ORC Sections 2919.25 - Domestic Violence, 2903.11 - Felonious Assault, 2903.12 - Aggravated Assault, 2903.13 - Assault, 2903.211 - Menacing by Stalking, or 2911.211 - Aggravated Trespass involving a person who was a family or household member at time of such violation, a violation of Subsection C. listed above is a misdemeanor of the third degree.

ORC Section 2919.27 - Violating Protection Order or Consent Agreement

- A. No person shall recklessly violate any terms of a protection order issued or consent agreement approved pursuant to ORC Sections 2929.26 or 3113.31.
- B. Whoever violates this section is guilty of violating a protection order or consent agreement.
  1. If the offender has not been convicted previously of, or pleaded guilty to two or more violations of ORC Section 2903.211 - Menacing by Stalking or Section 2911.211 - Aggravated Trespass that involves the same person who is the subject of the protection order or consent agreement and has not been convicted previously of or pleaded guilty to any violation of this section, violating a protection order or consent agreement is a misdemeanor of the first degree.
  2. If the offender has been convicted previously of, or pleaded guilty to, two or more violations of ORC Section 2903.211 - Menacing by Stalking or Section 2911.211 - Aggravated Trespass that involves the same person who is the subject of the protection order or consent agreement or previously has been convicted of or pleaded guilty to one or more violations of this section, violating a protection order or consent agreement is a felony of the fourth degree.

For the purposes of enforcement of the Domestic Violence and Temporary Protection Order laws of the State of Ohio, a "family or household member" is defined as any of the following who is or has resided (cohabited) with the offender:

- A. A spouse, former spouse, or person living as a spouse
- B. A parent or child of a spouse, former spouse, or person living as a spouse
- C. A parent or child of the alleged offender
- D. Any other person of blood relation (consanguinity)

- E. A relative by marriage (i.e., father-in-law, sister-in-law, etc.)
- F. The "other" natural parent of an offender's child
- G. A person who lives, or has lived within one year of the alleged incident, as the offender's spouse

The Violent Crime Control and Law Enforcement Act of 1994, Title IV - Violence Against Women, Subtitle B - Safe Homes for Women, Chapter 2 - Interstate Enforcement has two sections which are domestic violence violations.

A. Section 2261 - Interstate Domestic Violence

- 1. Crossing a State Line - A person who travels across a State line with the intent to injure, harass, or intimidate that person's spouse or intimate partner, and who in the course of or as a result of such travel intentionally commits a crime of violence and thereby causes bodily injury to such spouse or intimate partner has committed a federal offense.
- 2. Causing the Crossing of a State Line - A person who causes a spouse or intimate partner to cross a State line by force, coercion, duress, or fraud and, in the course or as a result of that conduct, intentionally commits a crime of violence and thereby causes bodily injury to the person's spouse or intimate partner has committed a federal offense.

B. Section 2262 - Interstate Violation of Protection Order

- 1. Crossing a State Line - A person who travels across a State line with the intent to engage in conduct that violates the portion of a protection order that involves protection against credible threats of violence, repeated harassment, or bodily injury to the person(s) for whom the protection order was issued has committed a federal offense.
- 2. Causing the Crossing of a State Line - A person who causes a spouse or intimate partner to cross a State line by force, coercion, duress, or fraud and, in the course or as a result of that conduct, intentionally commits a crime of violence and thereby causes bodily injury to the person's spouse or intimate partner in violation of a valid protection order issued by a State has committed a federal offense.

C. Section 2265 - Full Faith and Credit Given to Protection Orders

1. Full Faith and Credit - Any protection order issued that is consistent with Subsection 2. of this section by a court of one State shall be accorded full faith and credit by the court of another State and enforced as if it were the order of the enforcing State.
2. Protection Orders - A protection order issued by a State is consistent with this subsection if:
  - a) such court has jurisdiction over the parties and matter under the law of such State.
  - b) reasonable notice and opportunity to be heard is given to the person against whom the order is sought sufficient to protect that person's right to due process. In the case of ex parte orders, notice and opportunity to be heard must be provided within the time required by State law, and in any event within a reasonable time after the order is issued, sufficient to protect the respondent's due process rights.

The Violent Crime Control and Law Enforcement Act of 1994, Title XI - Firearms, Subtitle D - Domestic Violence, has one section which is a domestic violence violation.

A. Section 110401 - Prohibition Against Disposal of Firearms to, or Receipt of Firearms by, Persons Who Have Committed Domestic Abuse

1. Prohibition Against Disposal of Firearms - It shall be unlawful for any person to sell or otherwise dispose of any firearm or ammunition to any person knowing or having reasonable cause to believe that such person is subject to a court order that restrains such person from harassing, stalking, or threatening an intimate partner of such person, or child of such intimate partner or person, or engage in other conduct that would place an intimate partner in reasonable fear of bodily injury to the partner or child.
2. Prohibition Against Receipt of Firearms - It shall be unlawful for any person who is subject to a court to ship or transport in interstate or foreign commerce, or possess in or affecting commerce, any firearm or ammunition; or receive any firearm which has been shipped or transported in interstate or foreign commerce.

Substitute House Bill 335 mandates a number of requirements to be accomplished by the Police Division during the investigation of a report of domestic violence or violation of a temporary protection order.

A. Response to the Scene:

1. Whenever available, two uniformed patrol officers will respond to the scene of a domestic violence incident. Response to the scene of such reported incidents will be conducted "without delay."
2. Upon arrival, the uniformed patrol officers will separate the involved parties, determine the nature of injuries sustained to any parties, and request the assistance of Emergency Medical Services (EMS) if needed. Primary consideration is to be given to the safety of all parties involved and the immediate cessation of any further violence.
3. When the offender(s) and victim(s) are readily identified, separation is the most efficient method of gathering the necessary details of the incident as well as protecting all parties from injury.
4. In the interest of officer safety, as well as victim safety, extreme caution is to be exercised in disregarding backup officers to the scene, even though the "offender" is no longer present, with due consideration given to the potential of the offender returning to the scene either while the officer is present or immediately thereafter.

B. On Scene Investigation:

1. If the offender is not present upon arrival, every attempt will be made to obtain positive identification and a description of the offender, offender's destination, and means and direction of travel. Once obtained, this information will be disseminated as soon as possible to other officers in an attempt to apprehend the offender.
  - a) If "reasonable cause" exists and the officers cannot effect the arrest because of the offender's absence, the officers will promptly seek a warrant for the arrest of the person either by:
    - 1) Issuance of a referral to the complainant for the immediate filing of an affidavit and warrant against the offender. (Transport complainant to ensure signing).

- 2) If the complainant is physically unable or unwilling to file the affidavit and warrant, the officers will sign the complaint and warrant for the arrest of the offender.
2. Every incident of ORC Sections 2919.25 - Domestic Violence or 2919.26 - Temporary/Civil Protection Order Violation(s) will be reported on an Offense Report (Form 301).
    - a) In the "Offense as Reported (crime)" space of Form 301, list the offense, section number followed by (F) for felony or (M) for misdemeanor based on what the suspect is charged with.  
  
Examples: Domestic Violence 2919.25 (F) when offense constitutes a felony as a result of prior convictions for DV, or Temporary Protection Violation 2919.26 (M) when offense constitutes a misdemeanor for this violation
    - b) If an offender commits an offense of DV and violation of a TPO at the same time, make one Form 301 for Domestic Violence.
      - 1) In the "Details of Offense" space of Form 301, list that the suspect also committed a violation of a TPO/CPO.
  3. Each investigation will include (in addition to the required portions of the Form 301) a Cincinnati Police Preliminary Domestic Violence Investigation Report (Form 311 DV) consisting of the following information obtained from the separated parties involved and available witnesses:
    - a) Detailed statement of the reporting officer's observation of the victim(s), offender(s), and the scene
    - b) Listing of any and all visible injuries
    - c) Identification of any weapons found at the scene
    - d) Actions of the victim and/or alleged offender in the officer's presence
    - e) Verbal and/or written statements of the victim/complainant

- f) Verbal and/or written statements of the alleged offender
  - g) Explanation why no arrest was effected and offender was not detained
    - 1) This explanation may not refer to the availability of cell space at the Justice Center. Such availability is not to be considered in determining the arrest of the alleged offender and is prohibited by law (ORC Section 2935.03 (3) (f)).
  - h) Detailed description of any deadly weapons seized or materially involved in the incident reported
  - i) Detailed listing of similar prior incidents, calls for assistance, and respective disposition (history)
  - j) Final disposition of warrant filing (i.e., either "referral issued to complainant" or "complaint/warrant filed by reporting officer")
4. In no manner whatsoever will any officer demand or otherwise require the victim's specific consent or a signed allegation (written statement) as a prerequisite to arresting and/or charging an alleged offender with the offense of Domestic Violence or Violation of a Temporary Protection Order or Consent Agreement.
5. Visible injuries are to be photographed as soon as possible (using Polaroid camera) for inclusion with the reporting officer's Form 311 DV and submitted as evidence.
6. It is the responsibility of the reporting officer(s) to attempt to identify and confirm the primary physical aggressor in the incident under investigation. In identifying the primary physical aggressor, the reporting officer(s) should consider the following elements:
- a) History of domestic violence or any other violent acts committed by all parties in the incident
  - b) Whether the violence was committed in the act of self-defense
  - c) Each participant's (reasonable) fear of the other person based on that person's history of threatened or committed acts of use of force against any person



- d) The comparative severity of any injuries sustained by the individuals involved in the incident
7. Probable cause in affecting the arrest of the primary physical aggressor will be based on the following elements:
- a) The victim or the parent of a child victim completes a written allegation against the accused.
  - b) In the absence of a written statement, the officer has reasonable grounds to believe the offense has been committed, and the person in question has committed the offense based upon one or any combination of the following:
    - 1) The officer's own knowledge and observation of the incident.
    - 2) Any other information, including but not limited to, reasonable trustworthy information given to him by the alleged victim or any witness to the incident.
    - 3) When the reporting officer(s) witnesses the offense.
8. Once probable cause has been established by the reporting officer(s), the preferred course of action will be to arrest and detain the primary physical aggressor until a warrant can be obtained.
- a) The "preferred course of action" (arrest) does not apply to incidents in which the primary physical aggressor cannot be identified.
    - 1) Possible course of action would be to arrest both parties for domestic violence if the investigation warrants dual arrest.

NOTE: Every effort should be made to identify the primary physical aggressor.

9. If upon investigation the reporting officer(s) determines that serious physical harm has occurred to a victim or physical harm has been attempted (or caused) by means of a deadly weapon or dangerous ordnance, the reporting officer(s) must conduct the investigation and report as ORC Section 2903.11 - Felonious Assault. Arrest the accused for the offense of Felonious Assault.

- a) When the individual committing the Felonious Assault is not the primary physical aggressor, the "preferred course of action" provision does not apply. This individual will be arrested and charged with ORC Section 2903.11 - Felonious Assault.
  - 1) The individual in the domestic dispute who is the primary physical aggressor will be arrested and charged with ORC Section 2919.25 - Domestic Violence.
  
- 10. If upon investigation the reporting officer(s) determines the Felonious Assault was committed by the offender during a "fit of passion or rage" brought about by serious provocation of the victim, the reporting officer(s) will conduct the investigation and report as ORC Section 2903.12 - Aggravated Assault. Arrest the offender for the offense of Aggravated Assault.
  - a) When the individual committing the Aggravated Assault is not the primary physical aggressor, the "preferred course of action" provision does not apply. This individual will be arrested and charged with ORC Section 2903.12 - Aggravated Assault.
    - 1) The individual in the domestic dispute who is the primary physical aggressor will be arrested and charged with ORC Section 2919.25 - Domestic Violence.
  
- 11. If, upon investigation, the reporting officer(s) determines that both parties committed either the offense of Aggravated Assault or Felonious Assault, the primary physical aggressor (if identified) is subject to the "preferred course of action" provision and will be physically arrested until a warrant can be obtained. The other party will also be arrested and charged with the appropriate felony violation.
  - a) When both individuals committed either the offense of Aggravated Assault or Felonious Assault, and the primary physical aggressor cannot be identified, both individuals will be arrested.
  
- 12. Incidents of ORC Section 2903.11 - Felonious Assault and Section 2903.12 - Aggravated Assault which occur during a domestic violence offense will be reported on a Offense Report (Form 301). Do not make a Form 301 for Domestic Violence.

- a) In the "Offense as Reported (crime)" space of Form 301, list the offense, section number followed by (DV) for domestic violence.

Example: Felonious Assault 2903.11 (DV) or  
Aggravated Assault 2903.12 (DV)

13. Any deadly weapons materially involved by threat, display, use, or attempted usage in domestic violence or temporary/civil protection order violations will be seized as contraband and/or evidence by the reporting officer(s).
14. The reporting officer(s) will provide the victim of a domestic violence incident with the following information:
  - a) Ohio Attorney General's "Your Rights and Responsibilities as a Crime Victim" booklet
  - b) Crisis Service Agency phone numbers
  - c) Telephone numbers of the Prosecutors' Offices and Police Division
  - d) Information regarding the availability of a Temporary or Civil Protection Order
  - e) Reporting officer's name, badge number, and phone number

NOTE: Items b), c), and d) listed above are now included in the Ohio Attorney General's booklet.
15. Criminal Investigation Section (CIS) will be notified by uniform patrol officers on the scene if death appears imminent to the victim of a domestic violence offense.

C. Follow-up Investigation:

1. All reported cases of ORC Section 2919.25 - Domestic Violence will be assigned for follow-up investigation by a district CC officer.
  - a) Domestic violence cases will be assigned for a follow-up investigation even when an arrest is made at the scene by the reporting officer(s).

2. Reported cases of ORC Section 2903.11 - Felonious Assault and Section 2903.12 - Aggravated Assault arising out of a domestic violence offense will be assigned for follow-up investigation by a district CC officer.
  - a) Felonious Assault and Aggravated Assault cases arising out of a domestic violence offense will be assigned for follow-up investigation even when an arrest is made at the scene by the reporting officer(s).
  - b) Felonious Assault and Aggravated Assault cases arising out of a domestic violence offense in which the victim is hospitalized and death appears imminent will be investigated by the Criminal Investigation Section (CIS) per Procedure 12.400 - Offense Reporting, Miscellaneous Reporting.
    - 1) CIS will be notified by uniformed patrol officers on the scene if death appears imminent to the victim.
3. The follow-up investigator will ensure the following tasks are accomplished:
  - a) Recontacting the victim within 48 to 72 hours to obtain the following:
    - 1) Any information the victim might be able to add
    - 2) Supplementary photographs of injuries sustained in the incident, when applicable
  - b) Give the victim the investigator's name, badge number, and business phone number.
  - c) Check with the Prosecutor's Office to ascertain if any information or other items might be needed to prosecute the case.
    - 1) Audio tape copies of 911 calls, if applicable
    - 2) Medical records of suspect

D. Temporary Protection Orders:

1. Temporary protection orders (TPO) may be issued in addition to any charges filed alleging domestic violence; felonious, aggravated, or simple assault; menacing by stalking; or trespassing which involves a family or household member (as previously defined).

- a) TPOs are only in effect until the disposition of the criminal charge or otherwise revoked by the issuing court.
  - b) Any TPO or civil protection order (CPO) issued by a Court of Record of the State of Ohio is subject to enforcement in any political jurisdiction within the State of Ohio.
  - c) The Violent Crime Control and Law Enforcement Act of 1994, Chapter 110A - Domestic Violence, Section 2265 - Full faith and credit given to protection orders, requires the recognition and enforcement of out of state TPOs and CPOs by law enforcement.
2. A record of all TPOs issued by the Hamilton County Municipal Court and within the jurisdiction of the Cincinnati Police Division will be established and maintained.
  3. TPOs and CPOs issued by a Court of Record within the State of Ohio, other than Hamilton County, may be officially registered by the complainant in Hamilton County in accordance with ORC Section 3113.31.
    - a) TPOs and CPOs which are issued by a Court of Record within the State of Ohio will be enforced by law enforcement regardless of whether or not the order was registered by the complainant in Hamilton County.
    - b) The records of these TPOs and CPOs will also be forwarded to and maintained on file by the Police Division.
  4. Violations of TPOs and CPOs will be reported on a Form 301 and a Form 311 DV.
    - a) When a suspect named in a TPO or CPO commits a violation of the order and at the same time commits another violation of Domestic Violence, only one offense report will be made and listed as Domestic Violence, ORC Section 2919.25.
      - 1) In the facts section of the Form 301, list the information on the violations of the TPO or CPO in addition to the domestic violence violation.

- 5) If the complainant is physically unable or unwilling to file the affidavit and warrant for Domestic Violence and a TPO request, the officers will sign the complaint and warrant for the arrest of the offender and a TPO request.

E. Providing Information of Reported Domestic Violence Offenses:

1. Each day district collators will fax the following information on reported domestic violence and violation of protection order offenses:
  - a) To the City Prosecutor's Office, a copy of all Form 301 and Form 311 DV reported misdemeanor domestic violence and misdemeanor violation of protection order offenses made (even if no arrest was made at time of report).
  - b) To Women Helping Women, a copy of all Form 301 domestic violence offense reports made.
2. Each day district collators will fax the following information on reported Aggravated Assault, Felonious Assault, felony Domestic Violence, and felony TPO violation offenses which results from a domestic violence dispute:
  - a) To the Hamilton County Prosecutor's Office, Municipal Division, a copy of all Form 301 and Form 311 DV reported offenses (even if no arrest was made at time of report).
  - b) To Women Helping Women, a copy of all Form 301 these reports made.

F. Audio Tapes of 911 Domestic Violence Calls:

1. All 911 domestic violence calls will be identified by Police Communications Section and audio tapes of necessary 911 calls made.

G. Release of Medical Records of Suspect(s) Involving an Official Criminal Investigation, Criminal Action, or Proceeding:

1. A police officer can submit a written statement to a health care provider that states an official criminal investigation, criminal action, or proceeding has begun regarding a specified person, to obtain information regarding the presence of alcohol, a drug of abuse, or alcohol and a drug of abuse in the person's blood, breath, or urine. This requires the provider to supply to the officer copies of any records the provider possesses that pertain to any test or the results of any tests administered to the specified person to determine the presence or concentration of alcohol, a drug of abuse, or alcohol and a drug of abuse in the person's blood, breath, or urine at any time relevant to the criminal offense in question.

a) New form Cincinnati Police Division Request for Release of Records (Form 604) will be filled out by the officer and presented to the health care provider to obtain these type of records. Form 604 will be printed on 4 part NCR paper.

1) The white copy will be kept by the requesting officer for court.

2) The canary copy will be given to the health care provider.

3) The pink and gold copy will be turned in and filed by the collator.

H. Violent Crime Control and Law Enforcement Act of 1994:

1. The Violent Crime Control and Law Enforcement Act of 1994 has three sections which apply to domestic violence:

a) Chapter 110A - Domestic Violence, Section 2261 - Interstate domestic violence and Section 2262 - Interstate violation of protection order are Federal violations.

1) For violations of Section 2261 and Section 2262, notify the United States Federal Bureau of Investigation by phone, 24 hours a day.

Note: If possible, arrest the violator and charge with an appropriate ORC violation.

b) Title XI -Firearms, Subtitle D - Domestic Violence, Section 110401 - Prohibition against disposal of firearms to, or receipt of firearms by, persons who have committed domestic abuse violations.

- 1) For violations of Section 110401, notify the United States Treasury Department, Bureau of Alcohol, Tobacco, and Firearms Control by phone, 24 hours a day.

Note: If possible, arrest the violator and charge with an appropriate ORC violation.

Two new forms were created as a result of the changes in the ORC. The Cincinnati Police Preliminary Domestic Violence Investigation Report (Form 311 DV) will be completed when investigating reported domestic violence and violations of TPO and CPO offenses. The Cincinnati Police Division Request for Release of Records (Form 604) will be used to obtain medical test records from health providers. Both of these forms are currently being printed and will be distributed when completed.

These changes in the ORC will necessitate a revision to Procedure 12.412 - Domestic Violence, and Procedure 12.413 - Restraining Orders. Planning Section is currently revising these procedures. They will be published in a future issue of the Staff Notes.



# CINCINNATI POLICE PRELIMINARY DOMESTIC VIOLENCE INVESTIGATION REPORT

VICTIM'S NAME \_\_\_\_\_  
(Last) (First) (Middle)

REPORT DATE \_\_\_\_\_ DISTRICT/BEAT \_\_\_\_\_ OFFENSE NO. \_\_\_\_\_  
(Collector Use)

<b>VICTIM</b> <input type="checkbox"/> Complaint of pain <input type="checkbox"/> Bruise(s) <input type="checkbox"/> Abrasion(s) <input type="checkbox"/> Minor Cut(s) <input type="checkbox"/> Laceration(s) <input type="checkbox"/> Concussion	<b>VICTIM OBTAIN MEDICAL TREATMENT</b> <input type="checkbox"/> Yes      Where _____ Transported by _____ <input type="checkbox"/> No <input type="checkbox"/> Refused aid	<b>WERE INJURIES VISIBLE</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Describe injuries _____ _____ _____
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**HOW DID VICTIM ACT**

<input type="checkbox"/> Angry	<input type="checkbox"/> Apologetic	<input type="checkbox"/> Crying	<input type="checkbox"/> Fearful	<input type="checkbox"/> Hysterical
<input type="checkbox"/> Calm	<input type="checkbox"/> Afraid	<input type="checkbox"/> Nervous	<input type="checkbox"/> Threatening	<input type="checkbox"/> Other _____

**HOW DID SUSPECT ACT**

<input type="checkbox"/> Angry	<input type="checkbox"/> Apologetic	<input type="checkbox"/> Crying	<input type="checkbox"/> Fearful	<input type="checkbox"/> Hysterical
<input type="checkbox"/> Calm	<input type="checkbox"/> Afraid	<input type="checkbox"/> Nervous	<input type="checkbox"/> Threatening	<input type="checkbox"/> Other _____

<b>RELATIONSHIP BETWEEN VICTIM AND SUSPECT</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Former spouse <input type="checkbox"/> Person living as a spouse <input type="checkbox"/> Parent <input type="checkbox"/> Child <input type="checkbox"/> Any other person of blood relation <input type="checkbox"/> A relative by marriage (i.e., father-in-law, sister-in-law, etc.) <input type="checkbox"/> The "other" natural parent of an offender's child <input type="checkbox"/> A person who has lived within one year of the alleged incident as the offender's spouse	<b>SUSPECT(S)</b> <input type="checkbox"/> Known history of Domestic Violence <input type="checkbox"/> Control Number _____ <input type="checkbox"/> Prior Arrest(s) for Domestic Violence No. _____ <input type="checkbox"/> Resides w/ victim <input type="checkbox"/> Claimed injury <input type="checkbox"/> Injuries visible <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Required medical treatment      Where _____ <input type="checkbox"/> Describe injuries _____ _____
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<b>INCIDENT</b> <input type="checkbox"/> Alcohol involved <input type="checkbox"/> By suspect <input type="checkbox"/> By victim <input type="checkbox"/> Drugs involved <input type="checkbox"/> By suspect <input type="checkbox"/> By victim	<b>CHILD/CHILDREN</b> <input type="checkbox"/> Present      Age(s) _____ <input type="checkbox"/> Not present
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<b>WHAT OCCURRED TO VICTIM</b> <input type="checkbox"/> Struck <input type="checkbox"/> Struck w/ closed fist <input type="checkbox"/> Pushed <input type="checkbox"/> Slapped <input type="checkbox"/> Bitten <input type="checkbox"/> Grabbed <input type="checkbox"/> Kicked <input type="checkbox"/> Choked <input type="checkbox"/> Stabbed <input type="checkbox"/> Shot <input type="checkbox"/> Stuck w/ object _____	<b>VERBAL THREATS</b> <input type="checkbox"/> To kill victim <input type="checkbox"/> To kill other(s) <input type="checkbox"/> To hurt victim <input type="checkbox"/> To hurt other(s) <input type="checkbox"/> To damage property <input type="checkbox"/> To burn residence <input type="checkbox"/> To take children <input type="checkbox"/> Other _____ _____ _____	<b>PROPERTY DAMAGED</b> <input type="checkbox"/> Phone damaged <input type="checkbox"/> Property damaged What _____ Value _____ <input type="checkbox"/> Vehicle damaged What _____ <input type="checkbox"/> Household items What _____ <input type="checkbox"/> Other _____ _____ _____
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<b>EVIDENCE COLLECTED</b> <input type="checkbox"/> Photos of victim's injuries <input type="checkbox"/> Weapon(s) seized <input type="checkbox"/> Photos of suspect's injuries <input type="checkbox"/> Suspect's medical records <input type="checkbox"/> Weapon(s) used during incident <input type="checkbox"/> Other _____	<b>COMMUNICATIONS' INCIDENT INFO</b> CAD incident No. _____ Dispatch time _____ Hrs. Clear time _____ Hrs.
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REPORTING OFFICERS 1. \_\_\_\_\_ 2. \_\_\_\_\_

APPROVING SUPERVISOR \_\_\_\_\_



**CINCINNATI POLICE DIVISION  
REQUEST FOR RELEASE OF RECORDS**

To: \_\_\_\_\_  
(Name of Health Care Provider)

I hereby state that an official criminal investigation has begun regarding, or a criminal action or proceeding has been commenced against \_\_\_\_\_, and that I  
(Name of suspect)  
believe that one or more tests have been administered to him/her by this health care provider to determine the presence or concentration of alcohol, a drug of abuse, or alcohol and a drug of abuse in his/her blood, breath, or urine at a time relevant to the criminal offense in question. Therefore, I hereby request that, pursuant to Division (B) (2) of Section 2317.02 of the Ohio Revised Code, this health care provider supply me with copies of any records the provider possesses that pertain to any test or the results of any test administered to the person specified above to determine the presence or concentration of alcohol, a drug of abuse, or alcohol and a drug of abuse in his/her blood, breath, or urine at any time relevant to the criminal offense in question.

\_\_\_\_\_  
OFFICER'S NAME and BADGE

\_\_\_\_\_  
OFFICER'S UNIT OF ASSIGNMENT

\_\_\_\_\_  
OFFICER'S PHONE NUMBER

\_\_\_\_\_  
AGENCY'S ADDRESS

\_\_\_\_\_  
DATE STATEMENT SUBMITTED