

**Los Angeles Police Department  
LD18 Report Writing  
EV6 Crimes Against Persons  
S4 Battery Report Investigation**

**Date Revised:** November/2019

**Course Goal:** To develop a basic knowledge of investigative report writing, interview skills, crime scene investigation: The recruit officer will have a basic understanding of how to gather information during an investigation of a crime, properly document the facts and activity on a crime report.

**Learning Objectives:**

- Students will participate in a learning activity that requires the writing of five practice reports based on either POST-developed video re-enactments of crimes, investigations or law enforcement-related incidents, or based upon equivalent simulations, scenarios or videotape depictions developed by the presenter. **[18:VI:A:1-2:a:1-5:b:1-6]**

**Session Time:** 3 Hours

<b>Resources:</b>	
<ul style="list-style-type: none"> <li>• Laptop with media software developed for this Session.</li> <li>• LD 18</li> <li>• Field Officer's notebook</li> <li>• IR face sheet</li> </ul>	
<b>Session Summary:</b> R/O will learn the responsibilities of an officer when responding to an ADW investigation. R/O will obtain the proper information and complete a crime broadcast using the radio.	
Outline	Instructor Notes
<p>I. What is a Battery 242 PC?</p> <p>A. Elements</p> <ol style="list-style-type: none"> <li>1. Willful and unlawful</li> <li>2. Use of Force</li> <li>3. On person of another</li> </ol>	<p><b>Collect:</b> Completed IR report assigned in prior class. Instructor will review and make necessary correction and return asap so they may see their progress.</p> <p>Review radio procedures handout, Pg. 16 and 19:</p> <ul style="list-style-type: none"> <li>• RA request</li> </ul> <p>*Demonstrate an RA request or crime broadcast if necessary.</p> <p><b>Lecture:</b> Definition of Battery</p>

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<p>II. Officer's initial responsibilities.</p> <ol style="list-style-type: none"><li>A. Approaches safely</li><li>B. Determines suspect's location immediately</li><li>C. Determines need for Emergency Medical Services</li><li>D. Aid any injured person if any. Immediately requests medical assistance.</li></ol> <p>III. Officer's scene Investigation:</p> <ol style="list-style-type: none"><li>A. Information needed for report:<ol style="list-style-type: none"><li>1. Type of Crime</li><li>2. Time</li><li>3. Location</li><li>4. Complete suspect description</li><li>5. Direction of flight (In vehicle, bicycle, or on foot). If in a vehicle, use the bottom of the FI card to give a full vehicle description, including license plate.</li></ol></li></ol> <p>IV. Responsibilities of the Officer after Initial assessment:</p> <ol style="list-style-type: none"><li>A. Obtain victims personal information.</li><li>B. Obtain complete story from the victim. Obtain witness statement (If any)</li><li>C. Provide business card with your information and CAP's detective's information.</li><li>D. Provide Marsy's Rights pamphlet.</li><li>E. Complete I.R. face-sheet.</li><li>F. Complete Narrative.</li></ol>	<p><b>Lecture:</b> Officer's Initial Responsibilities</p>           <p><b>Lecture:</b> Scene Investigation</p>           <p><b>Lecture:</b> Responsibilities after Initial Assessment</p>           <p><b>[18:VI:A:1-2:a:1-5:b:1-6]</b> <b>Facilitate:</b> Learning Activity #1</p>
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