



<b>SUBJECT: Use of Force Reporting and Review Team Policy</b>	<b>POLICY NO: 408.1-408.3</b>
<b>DISTRIBUTION: Patrol and Detention</b>	<b>NO. PAGES: 3</b>
<b>EFFECTIVE DATE: June 11, 2018</b> <b>REVISION DATE: June 11, 2019</b>	
<b>SPECIAL INSTRUCTIONS:</b>	

**408.1 PURPOSE:**

The purpose of this policy is to provide Yuma County Sheriff's Office employees guidelines to conduct a review of use of force incidents.

**408.2 POLICY:**

- I. A Use of Force Report is not required when no injury or complaint of injury occurs as a result of:
  - A. Any Pat Down/Standing search;
  - B. Routine Handcuffing;
  - C. Prone Handcuffing technique;
  - D. Kneeling Handcuffing technique;
  - E. Escort hold.
  
- II. The following Use of Force Options require a Use of Force Notification/Form:
  - A. Any use of force greater than "restraint";
  - B. Any action which causes injury or verbal complaint of injury;
  - C. Use of OC Spray;
  - D. Use of Conducted Electrical Weapon;
  - E. Baton strikes, jabs, and takedowns;
  - F. Elbow, palm heel, knee, fist strikes, and kicks;
  - G. A use of force results in death or serious bodily injury;

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- H. Any non-injury or property damage intentional discharge of a fire arm (which includes the intentional discharge of a firearm at anything other than a person, such as injured animal, dog, or wildlife) a firearm is discharged resulting in death or serious physical injury.

**III. Officer Responsibilities**

- A. Apprehend subject(s) and secure scene.
- B. Provide medical treatment and/or request emergency services.
- C. Notify a non-involved supervisor.
- D. Identify witnesses and include their information in related reports.
- E. Photograph sustained or complained areas of injury(s), as well as overall photographs of the subject.
- F. Document the use of force in a Case Report or Incident Supplemental Report.
- G. Complete the Office of Professional Responsibility (OPR) use of force tracking notification/form.
- H. Specify the circumstances that necessitated the use of force, the type of force used, and any subject complaints of injury, medical treatment received or refusal of medical treatment.
- I. Each member that uses reportable force shall complete a Supplemental Report.
- J. Complete reports as soon practical, after incident.

**IV. Supervisor Responsibilities**

- A. Non-involved supervisor immediately respond to the scene.
- B. Obtain basic facts from the involved officer(s).
- C. Conduct initial review of the application of use of force.
- D. Ensure medical treatment is provided.
- E. Ensure overall photographs taken, including areas involving visible injury or complaint of pain.
- F. Ensure all necessary evidence is collected.

**V. The following incidents will be reviewed by a Use of Force Review Team:**

- A. Any Use of Force incident resulting in serious physical injury.


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- B. Any Use of Force Incident resulting in death.
  - C. A first line supervisor can request a review to the Bureau Commander.
  - D. Bureau Commanders can direct a Use of Force review for incidents they deem necessary.
- VI. The force review team members will be assigned by the Bureau Commanders but should include:
- A. Command level supervisor (Team Leader).
  - B. Use of Force/Defensive Tactics Instructors.
  - C. Chemical Agent Instructors.
  - D. Conducted Electrical Weapon (CEW) Instructors.
  - E. Fire arms instructors.
  - F. First line Supervisors.
- VII. The force review team will complete the use of force review report and submit it to the Sheriff via chain of command.
- VIII. Once the use of force review report has been accepted, it will be maintained by (OPR) in accordance with document retention statutes.

**408.3 AMENDMENT:**

This policy is subject to amendment, revision or rescission, as required.

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