

8. Sexual Assault Questions

- What happened? Need specific sexual acts – anal, oral, vaginal, digital, object used, parts of body contacted
- What did the suspect say before/during/after assault?
- Did the suspect ejaculate? Where?
- Was the suspect wearing a condom? Where is it?
- Did you have consensual sexual contact with anyone in the 7 days prior to the assault? Who? Get their contact information for elimination DNA collection.

9. Lack of Consent Questions

- What force or threat of force was used to commit these acts?
- How did you respond to the suspect's advances?
- Was there any restraint used?
- What prevented you from leaving? Were you able to resist? If not, why not?
- Were there any weapons involved?
- What did the suspect say?
- If intoxicated/drugged – who provided alcohol/drugs?
- What did you think would happen if you resisted?

10. If Victim is Mentally Ill – Ask victim's caretaker

- Does victim know when she/he is in danger?
- Can the victim make decisions to get out of a dangerous situation once in it?
- Is the victim sexually active? Explain

Sex Assault Evidence Kit

1. Confirm victim has signed consent to process kit
2. Obtain kit as part of the investigation
3. Prior to end of shift, submit kit into VPD Evidence with the following:
 - a. VPD Evidence label with barcode
 - b. Re-seal kit with VPD evidence tape (initial, date, PSN)
 - c. Complete WSP lab request for DNA analysis on kit: WSP Form 3000-210-005 (R7/15)
 - d. Complete WSP DNA Supplemental Form: WSP Form 3000-210-017 (R8/15)
 - e. Associated medical reports attached to WSP lab forms.
 - f. Associated medical reports submitted as orphan document.
 - g. WSP lab request and WSP DNA Supplemental Form copied and submitted as orphan documents.
4. If submitting blood/urine into evidence:
 - a. Label the tubes with subject's name
 - b. Submit as separate evidence items with WSP Drug Facilitated Sex Assault Request form 3000-215-003 (R 11/07)

REMEMBER

- Get good re-contact information for the victim (get 2 emergency contact numbers), suspect, and witnesses
- Pick up victim forensic evidence kit from hospital and enter into evidence following proper procedure.
- Tell victim to immediately call police if suspect contacts them
- Make sure good evidence collection work is done at crime scene
- Notify Major Crime Sergeant under the following circumstances:
 - Any rape occurring within last 24 hours **OR**
 - Any rape where the victim goes to the hospital for a SART exam **OR**
 - Any rape where the suspect is contacted
- **All rape reports get routed to MCU**

Vancouver Police Department Sexual Assault Field Help Card



1. Secure and Preserve Crime Scene

- Ensure welfare of victim – medical attention needed?
- Separate suspect and victim
 - Take to separate locations, avoid cross-contamination issues (i.e. DNA)
- Secure Suspect
- Separate witnesses
- Ask victim for a brief description of what happened
- **NOTIFY MCU SERGEANT**

2. Victim Contact

- Determine if sexual assault occurred and whether it was within the last 5 days (regardless of delay, if victim is experiencing any pain or still has injuries, get an exam)
- Ask victim if they will consent to a sexual assault protocol exam at the hospital
- If medical exam is necessary call CRESA to advise hospital you have a sexual assault victim and need a SANE nurse
- Provide or facilitate transportation to hospital (provide escort) for interview and exam
- Take initial statement (with consent) from victim at hospital
- Collect the sealed forensic evidence kit from the hospital staff and properly enter it into evidence (refrigerate as appropriate, biohazard sticker)
- Collect, preserve, and properly label all the victim's clothing (if wet – use drying closet at evidence facility)

3. Officers Observations – document the following (objective, not opinion)

- Victim's mental state, sobriety?
- Injuries to victim?
- Damage to victim's clothing?
- Suspect's mental state, sobriety?
- Injuries to suspect?
- Damage to suspect's clothing?
- Observations of crime scene

4. Photographs and Evidence Collection

- Photo all victims as they appear including damaged or soiled clothing even if they have no injuries
- Photo all injuries sustained by the victim that resulted from the assault
 - Make sure you get good quality photos
 - Photograph entire body (as appropriate) of victim
- ALWAYS
 - Take photos with and without flash
 - Take photos with and without a scale
- Photo the scene – location of sexual assault and surrounding areas
- Collect condoms, foreign objects, bedding, clothing used to clean off or spit into, etc.
- Isolate areas of potential body fluid evidence to be processed by detective(s)
- Photo and collect alcohol containers, drugs, and paraphernalia etc.
- Oral swabs – suspect and victim

5. Victim Interview – audio record

- Initial Questions
 - Are you injured? Complaint of pain?
 - Do you want me to call friend/family or advocate? Explain what an advocate does.
 - If delayed reporting, what caused the delay?
 - Get consent for medical/forensic exam
 - Who else have you told?
 - Is there anyone who knows anything about this incident?
 - Date and time of event?
 - Where did it happen?
 - Describe location (colors of interior, smells, dirty/clean furnishings, music)?
 - How long did this event last? Did suspect use gloves or a mask?
 - Were you or suspect bleeding during the assault? What area of body and what physical location?
 - Assure victim that the truth and what happened to them is more important than any illegal acts.

6. Questions about the Suspect ID

- Do you know the suspect?
- How did you meet or have contact with the suspect?
- Would you recognize the suspect?
- Could you assist in a composite sketch?
- Describe suspect and suspect clothing.
- Describe suspect vehicle – plate, make, model, color
- Seen suspect before? - where? when? with whom?
- Is suspect injured? – where? how?
- Did the suspect call you any names?
- Did the suspect want you to do or say anything?
- Did the suspect provide alcohol/drugs?
- Does the suspect normally have access to the crime scene?

7. Questions about Physical Evidence/M.O.

- Have you washed? How?
- Where are the clothes you were wearing at the time? Did you change clothes? Where are the clothes you changed into?
- Were you on your menstrual cycle?
- Did the suspect take anything of yours?
- Did you lose anything during the assault?
- Were there any witnesses?
- Were any photographs or video taken?
- What marks on your body were caused by the assault?
- Who have you told?
- Did you consume alcohol/drugs?
- If victim is juvenile – did suspect know your age? If so, how?