



ALBUQUERQUE POLICE DEPARTMENT
GENERAL ORDERS

SOP x-x

Draft as of xx/xx/xx

X-X CHILD ABUSE RESPONSE EVALUATORS (C.A.R.E)

X-X-X Purpose

The purpose of this policy is to establish guidelines for the C.A.R.E team.

X-X-X Policy

It is the policy of the Albuquerque Police Department to establish a unit that will address child abuse in the community. The unit will consist of specially trained Field Service Bureau and Juvenile Section officers and detectives who are tasked with identifying and investigating child physical abuse, sexual abuse, child abduction and child exploitation.

X-X-X Rules and Responsibilities

A. Child Abuse Response Evaluators

1. C.A.R.E officers will be assigned to Field Services Bureau or the Juvenile Section.
2. C.A.R.E officers will be responsible for calls for service involving children and will volunteer as primary officers on such calls when available to include Children, Youth and Families Department referrals reported to communications.
3. C.A.R.E officers will conduct preliminary investigations according to C.A.R.E training and generate a report on all child related investigations.
4. All C.A.R.E reports will be forwarded to the C.A.R.E sergeant coordinator and the Crimes Against Children sergeant for review.
5. C.A.R.E Field Services Bureau officers will be dispatched as primary officer on all child related calls if available.
6. C.A.R.E officers will submit a monthly activity report to the sergeant coordinator and Crimes Against Children sergeant on the first day of each month.
7. C.A.R.E officers are responsible for notifying payroll and the Crimes Against Children Unit sergeant in the event of promotion or when transferring from the Field Services Bureau or Juvenile Section.
8. C.A.R.E officers will attend all refresher training to include quarterly meetings.
9. Failure to adhere to the rules and responsibilities set forth in this policy will be grounds for removal from the C.A.R.E program and loss of C.A.R.E incentive pay.



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B. Sergeant Coordinators

1. C.A.R.E sergeant coordinators will be responsible for collecting monthly reports from C.A.R.E officers and submitting a sergeant coordinator monthly to the Crimes Against Children sergeant by the first of every month.
2. C.A.R.E sergeant coordinators will be responsible for reviewing all C.A.R.E officer reports.
3. C.A.R.E sergeant coordinators will be available for questions and guidance for all officers during the coordinators assigned shift.
4. C.A.R.E sergeant coordinators will meet with C.A.R.E officers under their supervision quarterly.
5. C.A.R.E sergeant coordinators will be responsible for identifying training issues and deficiencies with C.A.R.E officers.
6. C.A.R.E sergeant coordinators if available will assist with serious calls for service involving children regardless of area command. Assistance may be provided telephonically.
7. C.A.R.E sergeant coordinators will attend all refresher training.
8. Failure to adhere to the rules and responsibilities set forth in this policy will be grounds for removal from the C.A.R.E program and loss of C.A.R.E incentive pay.



Policy Recommendations to the Office of Policy Analysis

Date:

SOP:

Name of Agency: APD

RECOMMENDATION 1

Section(s) of the policy (Ex: 3-29-2 Definitions)	TBD		
Issue	Child Abuse Response Team (CARE) currently does not have SOP providing guidelines for CARE officers and sergeant coordinators.		
Recommendation	Implement created CARE SOP.		
Recommendation made by	<input type="checkbox"/> Office of Policy Analysis	<input type="checkbox"/> Other stakeholder:	
Supporting research, best practices, data trends, etc.			
Contact information:	Name: Sgt. Rich Evans	Phone:505-259-7819	E-mail: revans@cabq.gov

RECOMMENDATION 2

Section(s) of the policy (Ex: 3-29-2 Definitions)			
Issue			
Recommendation			
Recommendation made by	<input type="checkbox"/> Office of Policy Analysis	<input type="checkbox"/> Other stakeholder:	
Supporting research, best practices, data trends, etc.			
Contact information:	Name:	Phone:	E-mail: