



Drug Endangered Children Law Enforcement Field Training Checklist

A. INTRODUCTION	DATE	OFC Initials	FTO Initials
1. Attend 8 Hour DEC Training By DEC-TAC			
2. Issuance of investigative tools (tape measure, swab kits)			
3. Issuance of DEC Manual (review current MOU's and protocols)			
4. Training in DEC Surface Swabbing procedures			
B. INVESTIGATION REFERRALS			
1. Analyzing Referrals From Children Services			
2. Task Force Daily Information Memorandums (DIM)			
3. From Other Law Enforcement Agencies			
4. From Schools			
5. From Medical Providers			
C. INVESTIGATIVE RESOURCES			
1. Prior and current CSD history			
2. Welfare Fraud Division, District Attorney's Office			
3. Law enforcement jurisdiction for prior contacts			
4. School records – i.e., teacher, principal, school nurse and school psychologist			
5. Reliable neighbors			
6. Family members			
D. FIRE / HAZMAT / CODE ENFORCEMENT RESPONSE:			
1. Introduce and train with Hazmat and Fire Personnel			
a) Review Hazmat/Fire DEC Response procedures and completion of report form.			
b) Discuss use of Fire/Hazmat's Expertise in DEC Cases.			
2. Introduce and Train with City and County Code Enforcement			
a) Review Code Enforcement Response Procedures in DEC cases and completion of report form.			
E. INVESTIGATIVE EVENT			
1. Search warrant			
2. Probation/Parole search			
3. Knock & Talk/child welfare check			
F. DEC SEARCH WARRANT MECHANICS			
1. Narrative paragraph including sources of information, type of investigation, children's names and ages and location to be searched.			
2. Detailed description of child endangerment issues (i.e., drugs accessible, meth lab exposure).			
3. Exposure to secondhand smoke, access to weapons, physical/sexual/psychological abuse; witnesses to domestic violence; general neglect issues (i.e., no food, lice/rodent/bug infestation, no running water, no electricity); hazards such as open well, sewer and exposed wiring.			
4. Relationship between children and caretakers.			
5. Public assistance information to confirm address and show misappropriation of aid.			
6. Prior CSD history.			



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7. Description of address to be searched, complete with children's belongings description (i.e., bicycles, skateboards, swing set.)			
8. Qualify each endangerment issue with your training and experience.			
9. Sealing order to protect confidential info from CSD, victims (children), informants.			
10. Expertise DEC training received, number of prior DEC cases participated in, estimate how many kids you have detained from DEC cases. Participate in child interviews and C.A.R.T. interviews.			
11. Use a more experience investigators expertise if necessary and attach it.			
G. DEC INVESTIGATIONS			
1. Raid Planning In DEC Investigations a) How to prepare and document raid plan in DEC Cases.			
2. When possible, social worker should be notified in advance,			
3. Participate in briefing and follow agents to scene.			
4. Upon entry, locate children, remove from dangerous environment			
5. Console and put in care of social worker.			
6. Photograph (Video Tape) overall residence, perimeter.			
7. Note or dictate any child endangerment issues.			
8. Evidence Photographs:			
a) Relationship of danger to child.			
b) Include children's belongings in photo with danger: i. Drug or paraphernalia next to pacifier, drink cups, toothbrush, ii. Toys, location of pornography and sex toys.			
c) Measurements of child and location of danger.			
d) Photographs of exposed wiring, electrical hazards, for or explosion danger.			
9. Conduct swab testing of walls and other surfaces.			
H. OTHER PROCEDURES:			

OFFICER'S SIGNATURE: _____ DATE: _____

FTO SIGNATURE: _____ DATE: _____

COMMANDER'S SIGNATURE: _____ DATE: _____