



Santa Clara Police Training Flash



ARS Updates

Our Department is preparing to transition from UCR (Reporting Summary Data) to CIBRS (California Incident Based Reporting) and NIBRS (National Incident Based Reporting) to the DOJ and FBI. We're also converting to a new RMS (Record Management System) in late 2021. Our intent is to capture the most accurate crime data within our city. To accomplish this, the following changes are to be implemented when writing reports in ARS:

Offense List

- Do not select offense codes that are listed in purple. These codes have been de-activated, however they still pop up on the list of possible offenses.
- Do not list the same offense codes multiple times. Example: If four officers were assaulted, enter only one offense code of PC 69, not four.
- List all offenses that apply using the most accurate code(s). Example: The suspect pries open a window and rapes a victim. The two separate offense codes would be 261 PC & 459 PC

#Of	Offense	Description	CT
1	530-5 PC	FRAUD USE OF ANOTHER	

#Of	Offense	Description	CT
1	10851(A) VC	AUTO THEFT	
2	243(B) PC	BATTERY POLICE NON/I	
3	69 PC	RESIST EXEC OFF	
3	69 PC	RESIST EXEC OFF	
3	69 PC	RESIST EXEC OFF	
3	69 PC	RESIST EXEC OFF	
4	484E(D) PC	USE ACC CRD ACCNT IN	
4	484E(D) PC	USE ACC CRD ACCNT IN	
4	484E(D) PC	USE ACC CRD ACCNT IN	
5	11364(A) HS	POSSESS CONTROLLED S	

Warrants

- In-house arrest warrants: Use the original in-house warrant case number, enter the original charges from the warrant in the offense section on the incident page of ARS and the charge section in the arrest tab.
- All other warrants: Follow normal procedures; however, enter 978.5 PC (bench warrant arrest) in place of charge(s) listed on the outside agency warrant. Also enter in the appropriate crime classification of the outside agency bench warrant, "F" (felony) or "M" (misdemeanor).
- If there's two codes on the warrant (240/242 PC), break up the charges (240 PC & 242 PC) on each offense line.

Assaults

- Two new codes have been created to capture strangulation and suffocation when entering "Means of Attack" for a victim. Select the type of assault "S" simple, then select either "X" strangulation or "Y" suffocation (only if it occurred). Remember to fill out "Extent of Injury" and "Domestic Violence" field if necessary

Means of Attack	Extent of Injury	D.V.?
S/X	2	Y

License Plates

- Use "LIC STN" and "LIC REC" as the nature of call when entering a license plate that has been lost, stolen, found or recovered.

There's a lot of changes being implemented to our Records Management System and statistical reporting. This training flash is just the first phase. Your adherence to these changes is necessary and appreciated. For Sergeants, please ensure these changes are adhered to before approving reports. Records personnel will kick back any reports that do not follow the above changes. If you have any questions, please feel free to reach out to the Records Supervisor Team.

