



Auditing and Review Unit
Professional Standards and Accountability Bureau

Child Abuse Unit Audit (SVS) September 2023 Report (Jan 2023 – Aug 2023 Data)

Report #CA032023

Draft submitted by PSAB: September 22, 2023

Response by SVS: October 11, 2023

Final Report: November 6, 2023

Audit Team

This audit was managed and conducted by the Professional Standards and Accountability Bureau

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Introduction

The Audit and Review Unit of the Professional Standards and Accountability Bureau audited the Child Abuse Unit investigation case files, covering the period of January 2023 to August 2023; the audit occurred from September 18, 2023, to September 21, 2023, and was a single review.

Purpose

The purpose of the Child Abuse Unit case file audit was to verify departmental compliance with the Consent Decree and NOPD Operations Manual, Chapter 42.19, “Child Abuse” and Chapter 42.2 “Sexual Assault” investigations.

Scope

This audit will determine and document whether investigators and supervisors of the New Orleans Police Department Child Abuse Unit provided an accurate and thorough response in conducting follow-up investigations. The auditors are responsible for verifying that each response is proactive, victim-centered, and professional. Upon completion, the audit manager will submit a report to the Captains of the Child Abuse Unit and the Professional Standards and Accountability Bureau (PSAB), pointing out any deficiencies or confirming that a thorough investigation occurred. The submission of audit reports will assist in maintaining accurate and complete Child Abuse Unit investigations in the future. Members of the Office of the Consent Decree Monitor will receive the final Child Abuse report.

Methodology

Population – All Child Abuse Unit case files (554) for the period to audit.

Sample size – Fifty-Five (55) case files were selected via EXCEL’s “RAND” function from the five hundred fifty-four (554) cases taken in for January through August of 2023.

Documentation to be reviewed – All documents and investigative material contained within each case file.

Testing Instrument(s) – New Orleans Police Department Operations Manual Chapter 42.19, “Child Abuse Investigations” (Effective: 1/7/2018), and a thirty-one (31) point Child Abuse Audit Checklist.

Each case file will be audited in its entirety via the “Single Review” auditing process.

Data

The audit range is typically quarterly, occurring every three months. The September 2023 audit combined the 1st eight (8) months of 2023. The Child Abuse Unit, upon request, will provide to the Innovation Manager of the Audit and Review Unit (ARU) or the Captain within PSAB any item numbers that occurred during the audit range period. The ARU will then use Excel (Rand Function) to randomize cases to select for review. The ARU will then review at least 10% of those cases within the audit range.

Initiating and Conducting the Child Abuse Audit

Auditor Jovan Berry of the Professional Standards and Accountability Bureau (PSAB) contacted Lieutenant Sheila Celious, Commander of the SVS Unit, on August 29, 2023, to notify her of a scheduled Child Abuse Unit case file audit that would be initiated by the Professional Standards and Accountability Bureau (PSAB) Audit and Review Unit (ARU), during the week of September 18, 2023.

An advanced notice was provided to Lieutenant Celious so that the supervisor of the Child Abuse Unit would be on standby to provide the requested case files to ARU as soon as possible. The checklist, as well as the audit protocol, were also given to Lieutenant Celious.

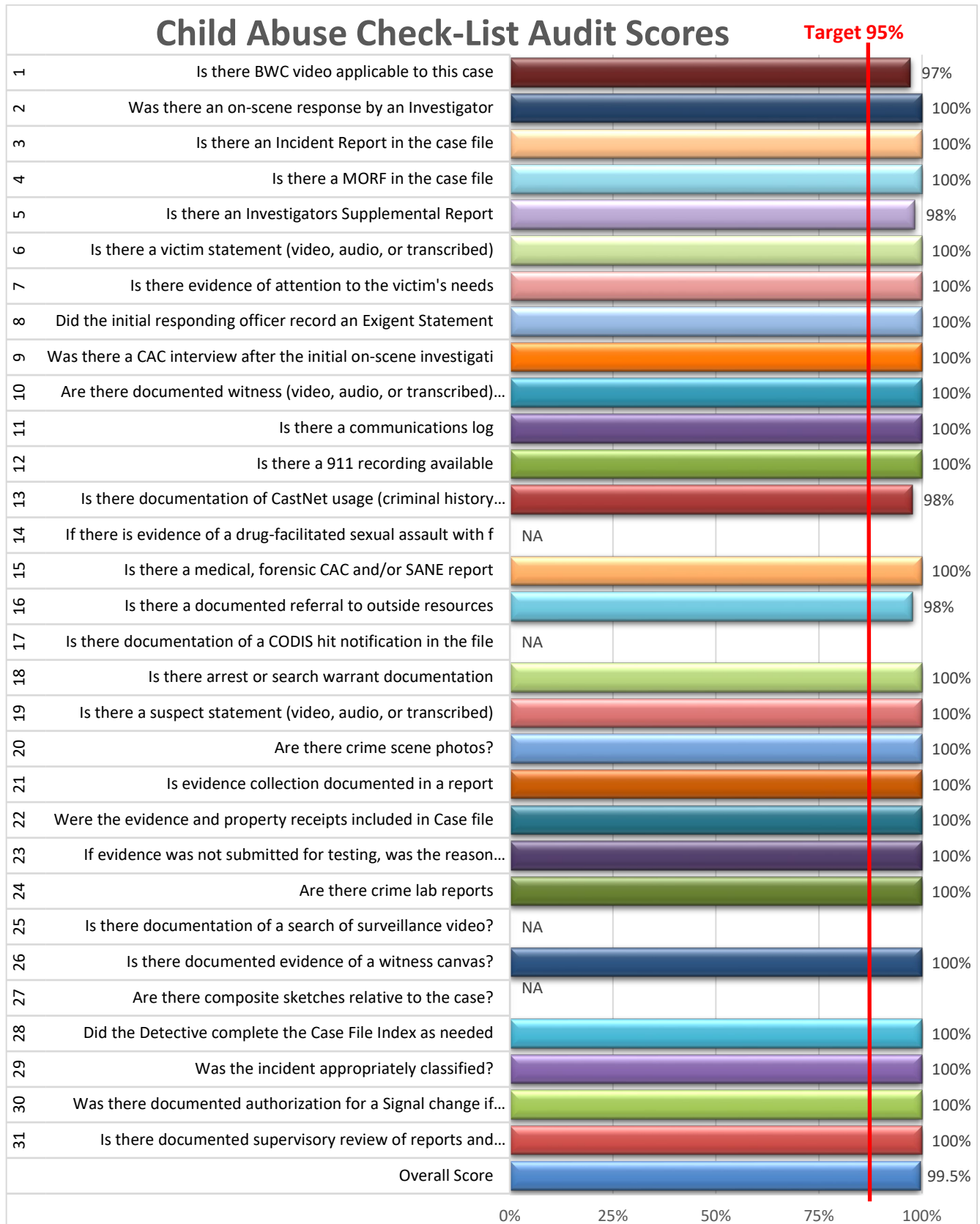
During this audit week, PSAB requested and received fifty-five (55) case files to audit.

Each case file was systematically reviewed via “Single Review” audit process by auditors of the Audit and Review Unit, based on each file’s compliance with the New Orleans Police Department Operations Manual Chapter 42.19 “Child Abuse” investigations. To facilitate this process, the Auditors used the thirty-one (31) point Child Abuse checklist as a gauge to review and analyze the content of every case file.

The Auditors conducted a “single review” of the case file audits.

Total: 55 Case Files (Single Review)

Child Abuse Graph



Child Abuse Scorecard

Child Abuse Check-List Scorecard - (Single Review)

ARU percentages for Consent Decree requirements for child abuse check-list audit.

Period: Q1-Q3, 2023

January 2023-August 2023

Check-List Questions

Score

ARU General Comments

In Audit

CD Y N U NA

1	Is there BWC video applicable to this case	97%
2	Was there an on-scene response by an Investigator	100%
3	Is there an Incident Report in the case file	100%
4	Is there a MORF in the case file	100%
5	Is there an Investigators Supplemental Report	98%
6	Is there a victim statement (video, audio, or transcribed)	100%
7	Is there evidence of attention to the victim's needs	100%
8	Did the initial responding officer record an Exigent Statement	100%
9	Was there a CAC interview after the initial on-scene investigati	100%
10	Are there documented witness (video, audio, or transcribed) stat	100%
11	Is there a communications log	100%
12	Is there a 911 recording available	100%
13	Is there documentation of CastNet usage (criminal history check)	98%
14	If there is evidence of a drug-facilitated sexual assault with f	-
15	Is there a medical, forensic CAC and/or SANE report	100%
16	Is there a documented referral to outside resources	98%
17	Is there documentation of a CODIS hit notification in the file	-
18	Is there arrest or search warrant documentation	100%
19	Is there a suspect statement (video, audio, or transcribed)	100%
20	Are there crime scene photos?	100%
21	Is evidence collection documented in a report	100%
22	Were the evidence and property receipts included in Case file	100%
23	If evidence was not submitted for testing, was the reason docume	100%
24	Are there crime lab reports	100%
25	Is there documentation of a search of surveillance video?	-
26	Is there documented evidence of a witness canvas?	100%
27	Are there composite sketches relative to the case?	-
28	Did the Detective complete the Case File Index as needed	100%
29	Was the incident appropriately classified?	100%
30	Was there documented authorization for a Signal change if requir	100%
31	Is there documented supervisory review of reports and dispositio	100%
	Overall Score	99.5%

ARU audited sampled Child Abuse case file items for a defined period, for completeness and accuracy as required by the Consent Decree.

For an explanation of the procedure and scoring system for this review, see the associated "protocol " document.

For a list of relevant policies, contact PSAB as needed.

For the audit results for each case file, see the accompanying RawData spreadsheets.

Scores below 95% are highlighted in red.

196, 212	34	1		20
195, 213	42	0		13
196, 198, 213	55	0		0
196, 198, 212	55	0		0
196, 197, 198, 213	54	1		0
196, 197, 213	31	0	1	23
197, 213	47	0		8
196, 213	11	0		44
213	16	0		39
196, 198, 213	38	0		17
196, 213	52	0		3
196, 213	42	0		13
198	41	1		13
208, 213	0	0		55
199	22	0		33
213, 216	41	1		13
196,198,199,213	0	0		55
196	11	0		44
196, 198	10	0	1	44
196, 198, 213	8	0		47
196, 198, 199, 209	47	0		8
196, 198, 213	49	0		6
196, 198, 209	2	0		53
196, 213	1	0		54
196, 198, 213	0	0		55
196, 198, 213	3	0		52
196, 213	0	0		55
196, 213	55	0		0
195, 213	55	0		0
206, 213	4	0		51
201, 213	55	0		0
	891	4	2	918

Case File Reviews

The below listed information reveals the outcome of the Audit Team's checklist reviews.

1. **Is there BWC video applicable to this case?** The overall score for this category was **97%**. Of the 55 cases reviewed, 34 were audited as positive, 1 was negative and 20 were N/A (not applicable).
2. **Was there an on-scene response by Child Abuse?** The overall score for this category was **100%**. Of the 55 cases reviewed, 42 were audited as positive, none were negative and 13 were N/A (not applicable).
3. **Is there an Incident Report in the case file?** The overall score for this category was **100%**. Of the 55 cases reviewed, 55 were audited as positive, none were negative, and none were N/A (not applicable).
4. **Is there a MORF in the case file?** The overall score for this category was **100%**. Of the 55 cases reviewed, 55 were audited as positive, none were negative, and none were N/A (not applicable).
5. **Is there a Supplemental Report?** The overall score for this category was **98%**. Of the 55 cases reviewed, 54 were audited as positive, 1 was negative , and none were N/A (not applicable).
6. **Is there a victim statement (video, audio, or transcribed)?** The overall score for this category was **100%**. Of the 55 cases reviewed, 31 were audited as positive, none were negative, 1 was unknown, and 23 were N/A (not applicable).
7. **Is there evidence of attention to the victim's needs (i.e., Did the investigator demonstrate empathy, safety & medical needs of the victim, etc.)?** The overall score for this category was **100%**. Of the 55 cases reviewed, 47 were audited as positive, none were negative, and 8 were N/A (not applicable).
8. **Did the initial responding officer record an Exigent Statement to determine that a crime occurred, if necessary?** The overall score for this category was **100%**. Of the 55 cases reviewed, 11 were audited as positive, none were negative, and 44 were N/A (not applicable).
9. **Was there a CAC Interview after the initial on-scene investigation?** The overall score for this category was **100%**. Of the 55 cases reviewed, 16 were audited as positive, none were negative, and 39 were N/A (not applicable).

10. **Are there documented witness statements (video, audio, or transcribed)?** The overall score for this category was **100%**. Of the 55 cases reviewed, 38 were audited as positive, none were negative, and 17 were N/A (not applicable).
11. **Is there a communications log?** The overall score for this category was **100%**. Of the 55 cases reviewed, 52 were audited as positive, none were negative, and 3 were N/A (not applicable).
12. **Is there a 911 recording available?** The overall score for this category was **100%**. Of the 55 cases reviewed, 42 were audited as positive, none were negative, and 13 were N/A (not applicable).
13. **Is there documentation of CastNet usage (criminal history check)?** The overall score for this category was **98%**. Of the 84 cases reviewed, 41 were audited as positive, 1 was negative and 13 were N/A (not applicable).
14. **If there is evidence of a drug-facilitated sexual assault with follow up according to policy?** The overall score for this category was **No Score**. Of the 55 cases reviewed, none were audited as positive, none were negative, and 55 were N/A (not applicable).
15. **Is there a medical, forensic, CAC and/or SANE report in the Case File?** The overall score for this category was **100%**. Of the 55 cases reviewed, 22 were audited as positive, none were negative and 33 were N/A (not applicable).
16. **Is there a documented referral to outside resources (i.e., NOFJC, CAC, DCFS, NOPD Social Workers)?** The overall score for this category was **98%**. Of the 55 cases reviewed, 41 were audited as positive, 1 was negative, and 13 were N/A (not applicable).
17. **Is there documentation of a CODIS hit notification in the file?** The overall score for this category was **No Score**. Of the 55 cases reviewed, none were audited as positive, none were negative, and 55 were N/A (not applicable).
18. **Is there arrest or search warrant documentation?** The overall score for this category was **100%**. Of the 55 cases reviewed, 11 were audited as positive, none were negative, and 44 were N/A (not applicable).
19. **Is there a suspect statement (video, audio, or transcribed)?** The overall score for this category was **100%**. Of the 55 cases reviewed, 10 were audited as positive, none were negative, 1 was unknown, and 44 were N/A (not applicable).
20. **Were there crime scene photos taken when evidence could be captured/recorded, as appropriate?** The overall score for this category was **100%**. Of the 55 cases reviewed, 8 were audited as positive, none were negative, and 47 were N/A (not applicable).

21. **Is evidence collection documented in a report?** The overall score for this category was **100%**. Of the 55 cases reviewed, 47 were audited as positive, none were negative, and 8 were N/A (not applicable).
22. **Were the evidence & property receipts included within the Case File for submitted evidence?** The overall score for this category was **100%**. Of the 55 cases reviewed, 49 were audited as positive, none were negative, and 6 were N/A (not applicable).
23. **If evidence was not submitted for testing, was the reason documented in a report?** The overall score for this category was **100%**. Of the 55 cases reviewed, 2 were audited as positive, none were negative, and 53 were N/A (not applicable).
24. **Are there crime lab reports?** The overall score for this category was **100%**. Of the 55 cases reviewed, 1 was audited as positive, none were negative, and 54 were N/A (not applicable).
25. **Is there documentation of a search of surveillance video?** The overall score for this category was **No Score**. Of the 55 cases reviewed, none were audited as positive, none were negative, and 55 were N/A (not applicable).
26. **Is there documented evidence of a witness canvas?** The overall score for this category was **100%**. Of the 55 cases reviewed, 3 were audited as positive, none were negative, and 52 were N/A (not applicable).
27. **Are there composite sketches relative to the case?** The overall score for this category was **No Score**. Of the 55 cases reviewed, none were audited as positive, none were negative, and 55 were N/A (not applicable).
28. **Did the Detective complete (initial and date) the Case File Index as items were entered in the Case File?** The overall score for this category was **100%**. Of the 55 cases reviewed, 55 were audited as positive, none were negative, and none were N/A (not applicable).
29. **Was the incident appropriately classified?** The overall score for this category was **100%**. Of the 55 cases reviewed, 55 were audited as positive, none were negative, and none were N/A (not applicable).
30. **Was there documented authorization for a signal change if required?** The overall score for this category was **100%**. Of the 55 cases reviewed, 4 were audited as positive, none were negative, and 51 were N/A (not applicable).
31. **Is there documented supervisory review of reports and dispositions?** The overall score for this category was **100%**. Of the 55 cases reviewed, 55 were audited as positive, none were negative, and none were N/A (not applicable).

Conclusion (Final)

Based on the combined total of one thousand eight hundred and fifteen (**1,815**) checklist items rated, from the sample size of fifty-five (**55**) case files audited, the “Overall Score” of this 1st – 3rd Quarters 2023 Child Abuse Unit case file audit conducted by the Auditing and Review Unit **was 99.5%**.

Final Results

The overall results of the 1st- 3rd Quarters 2023 Child Abuse audit revealed compliance threshold scores of **above 95%** in all areas; therefore, there were no areas of concerns noted.

Recommendations

The audit resulted in 99.5% compliance for the annual 2023 Child Abuse Audit. There were no recommendations from PSAB.

Child Abuse Unit Responses & PSAB Notes:

Unit Response:

A comprehensive review was conducted on the ***P.S.A.B Child Abuse Unit Report*** covering the period of January 2023 through August 2023.

The Child Abuse Unit's combined overall compliance score was 99.5%.

January 2023- August 2023 Audit Response

Members of the P.S.A.B Auditing Team sampled fifty-five (55) Child Abuse Case Files against a 31-Point Child Abuse Casefile Audit Checklist.

- Checklist Items: 2,3,4,6,7,8,9,10,11,12,15,18,19,20,21,22,23,24,26,27,28,29,30, &31, all received a passing score of 100%
- Checklist Item: 5,13, &16, received a passing score of 98%
- Checklist Item:1, received a passing score of 97%
- Checklist Item: 14, 17, & 25, received a No Score.

In the *Conclusion* section of the Audit Report, PSAB Auditors did not identify any areas of concern with all case files scoring above 95%.

The Child Abuse Unit will continue to strive for complete and thorough investigations that will yield positive audits.

PSAB Note:

There were no notes from PSAB, as the unit did not have any areas of concern to address.

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**Innovation Manager, Auditing
Professional Standards and Accountability Bureau**

Jovan M. Berry

**Auditor
Professional Standards and Accountability Bureau**

Appendix A – Report Distribution

Deputy Supt. PSAB Bureau

Captain PSAB Bureau

Deputy Supt. ISB Bureau

Captain ISB Bureau

Lieutenant SVS Unit

The following checklist was the instrument used by the auditing team to review each case file.

CHILD ABUSE AUDIT REVIEW CHECKLIST

Item Number: _____
 Applicable Auditor: _____
 Date: _____
 compliant/No Case Detective _____

NA = Not
 Y = Compliant
 N = Not
 U = Unknown

1. Is there BWC video applicable to this case?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
2. Was there an on-scene response by an Investigator?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
3. Is there an Incident Report in the case file?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
4. Is there a MORF in the case file?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
5. Is there an Investigator's Supplemental Report?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
6. Is there a victim statement (video, audio, or transcribed)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
7. Is there evidence of attention to the victim's needs? (i.e., Did the investigator demonstrate empathy, safety & medical needs of the victim, etc.)	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
8. Did the initial responding officer record an Exigent Statement to determine that a crime occurred, if necessary? (Mark NA if not appropriate)	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
9. Was there a CAC interview after the initial on-scene investigation?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
10. Are there documented witness statements (video, audio, or transcribed)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
11. Is there a communications log? (incident recall)	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
12. Is there a 911 recording available?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
13. Is there documentation of CastNet usage (criminal history check)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
14. If there is evidence of a drug-facilitated sexual assault with follow up according to policy?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
15. Is there a medical, forensic, CAC and/or SANE report in the case file?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
16. Is there a documented referral to outside resources (i.e., NOFJC, CAC, DCFS, NOPD Social Workers)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
17. Is there documentation of a CODIS hit notification in the file?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
18. Is there arrest or search warrant documentation?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
19. Is there a suspect statement (video, audio, or transcribed)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
20. Were there crime scene photos taken when evidence could be captured/recorded, as appropriate? (photos may be in Property & Evidence or case file materials)	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U

21. Is evidence collection documented in a report?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
22. Were the evidence & property receipts included within the Case File for submitted evidence?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
23. If evidence was not submitted for testing, was the reason documented in a report?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
24. Are there crime lab reports?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
25. Is there documentation of a search of surveillance video?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
26. Is there documented evidence of a witness canvas?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
27. Are there composite sketches relative to the case?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
28. Did the Detective complete (initial and date) the Case File Index as items were entered in the Case File?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
29. Was the incident appropriately classified?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
30. Was there documented authorization for a Signal change if required?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
31. Is there documented supervisory review of reports and dispositions?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
Did Auditor listen to recordings of the victim interview(s)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N
Did Auditor listen to suspect interview(s)?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N

Narrative/Comments: _____

