



Auditing and Review Unit

Professional Standards and Accountability Bureau

# Child Abuse Unit Audit (SVS) March 2023 Report (Jan 2022 – Dec 2022 Data)

## **Report #CA032023**

Draft submitted by PSAB: March 29, 2023

Response by SVS: April 4, 2023

Final Report: April 8, 2023

## **Audit Team**

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

---

## ***Table of Contents***

---

<b>Introduction .....</b>	<b>3</b>
• Purpose	
• Scope	
• Methodology	
• Data	
<b>Initiating and Conducting the Child Abuse Audit.....</b>	<b>4-5</b>
<b>Viewing the Child Abuse Audit Checklist .....</b>	<b>7</b>
<b>Child Abuse Checklist Scorecard .....</b>	<b>9</b>
<b>Case File Reviews .....</b>	<b>9</b>
<b>Conclusion .....</b>	<b>12</b>
• Results	
• Recommendations	
<b>Attachments:.....</b>	<b>12</b>
<b>Appendix A – Report Distribution.....</b>	<b>14</b>

---

## **Introduction**

---

The Audit and Review Unit of the Professional Standards and Accountability Bureau conducted a semi-annual audit of Child Abuse Unit investigation case files. The time span to conduct the audit was from March 22, 2023, to March 24, 2023.

### **Purpose**

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

### **Scope**

This audit will determine and document whether there was a proper response by investigators and supervisors of the New Orleans Police Department Child Abuse Unit in conducting follow-up investigations. The auditor is responsible for verifying that each overall response was proactive, victim-centered, and professional. Once the review is completed, the audit manager will submit a report to the Captain of the Child Abuse Unit, and the Captain of the Professional Standards and Accountability Bureau (PSAB) pointing out any deficiencies or confirming a thorough investigation. These audit reports will help to maintain thorough and complete Child Abuse Unit investigations in the future. A “final report” will also be sent to the appropriate monitor from the OCDM.

### **Methodology**

**Population size** – the Child Abuse Unit only.

**Sample size** – Eighty-four (84) case files were selected via EXCEL’s “RAND” function; from the 847 cases taken in for Quarters 1<sup>st</sup> – 4<sup>th</sup> of 2022.

**Documentation to be reviewed** – All documents and investigative material contained within each individual 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 individual case file will be audited in its entirety via “Single Review” auditing process.

### **Data**

The audit range is usually set for every three months (Quarterly). This audit combined the 1<sup>st</sup> – 4<sup>th</sup> quarters of 2022 (Annual) to complete the year. The Child Abuse Unit will submit to the Professional Standards and Accountability Bureau (PSAB) all item numbers that were assigned during the period for that audit range. The Audit and Review Unit (ARU) will then take those item numbers and enter them into the EXCEL’s randomizer generator for cases to be selected for review. ARU will then review at least 10% of those cases within the audit range.

---

## ***Initiating and Conducting the Child Abuse Audit***

---

Innovation Manager Tim Lindsey, of the Professional Standards and Accountability Bureau (PSAB), contacted Lieutenant Sheila Celious, Commander of the SVS Unit, on March 13, 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 March 22, 2023.

Lieutenant Celious was given this advanced notice so that the Child Abuse Unit supervisor would be on standby to provide the requested case files to ARU upon demand. Lieutenant Celious was also provided with the checklist that would be used, in addition to the audit protocol.

During this audit week, PSAB requested and received a total of eighty-four (84) case files to be audited.

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

The Auditors conducted a “single review” case file audit as follows:

**Auditor 1 (16)**

**Auditor 2 (15)**

**Auditor 3 (15)**

**Auditor 4 (15)**

**Auditor 5 (15)**

**Auditor 6 (8)**

**Total: 84 Case Files (Single Review)**

**The following checklist on the next page 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
<b>5</b>	
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

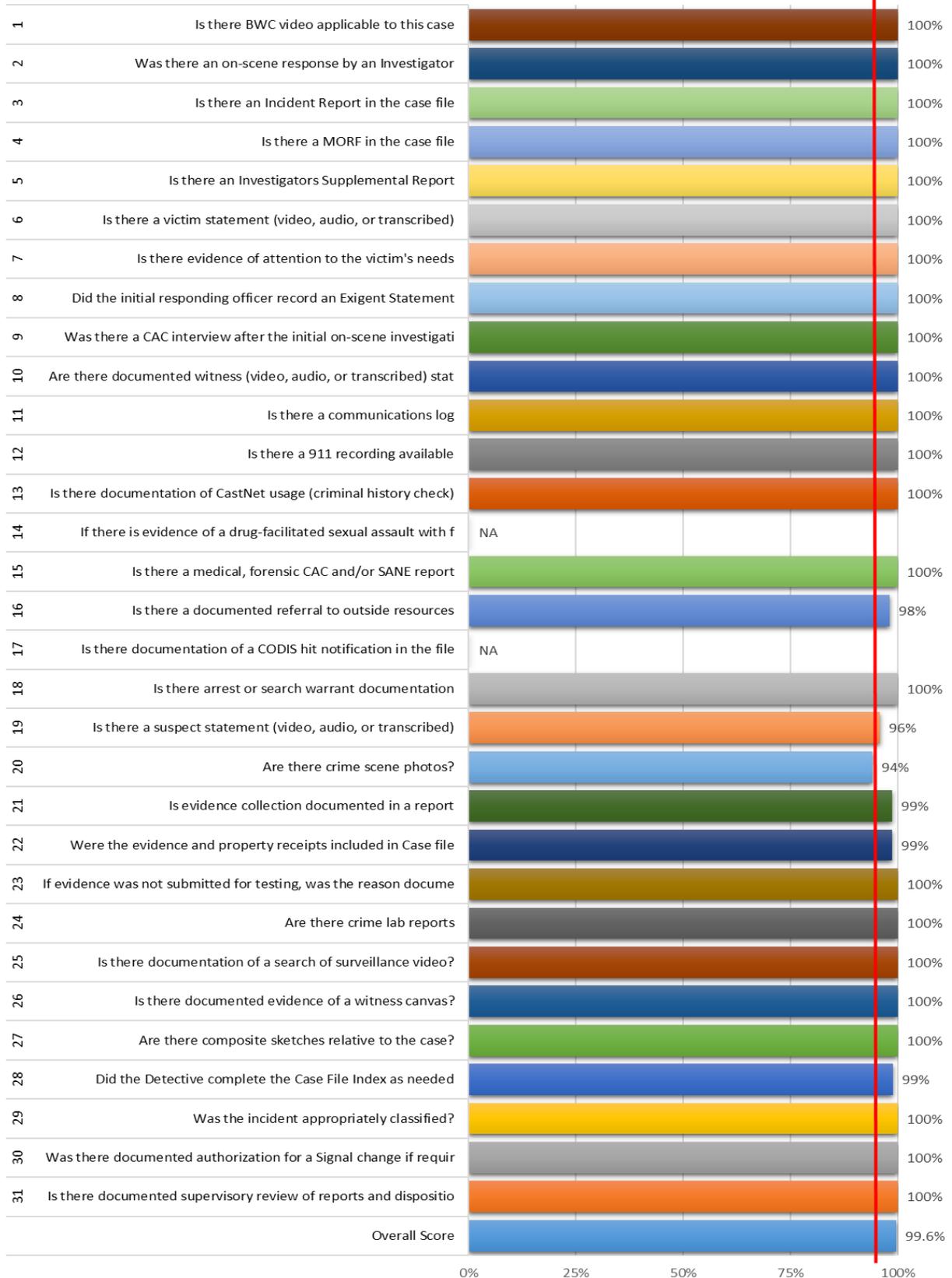
23. If evidence was not submitted for testing, was the reason documented in a report?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> N / <input type="checkbox"/> U
24. Are there crime lab reports?	<input type="checkbox"/> NA / <input type="checkbox"/> Y / <input type="checkbox"/> 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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# Child Abuse Graph

## Child Abuse Check-List Audit Scores

Target 95%



### Child Abuse Check-List Scorecard - (Preliminary Single Review) Period: Full-Year, 2022

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

Check-List Questions	Score	ARU General Comments	In Audit			
			CD	Y	N	NA
1 Is there BWC video applicable to this case	100%	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 <b>95%</b> are highlighted in <b>red</b> .	212	55.00	-	29.00
2 Was there an on-scene response by an Investigator	100%		213	53.00	-	31.00
3 Is there an Incident Report in the case file	100%		213	84.00	-	-
4 Is there a MORF in the case file	100%		212	84.00	-	-
5 Is there an Investigators Supplemental Report	100%		213	84.00	-	-
6 Is there a victim statement (video, audio, or transcribed)	100%		213	37.00	-	46.00
7 Is there evidence of attention to the victim's needs	100%		213	64.00	-	20.00
8 Did the initial responding officer record an Exigent Statement	100%		213	31.00	-	53.00
9 Was there a CAC interview after the initial on-scene investigati	100%		213	20.00	-	63.00
10 Are there documented witness (video, audio, or transcribed) stat	100%		213	55.00	-	29.00
11 Is there a communications log	100%		213	83.00	-	1.00
12 Is there a 911 recording available	100%		213	58.00	-	26.00
13 Is there documentation of CastNet usage (criminal history check)	100%		214	64.00	-	20.00
14 If there is evidence of a drug-facilitated sexual assault with f	-		213	-	-	84.00
15 Is there a medical, forensic CAC and/or SANE report	100%		214	26.00	-	58.00
16 Is there a documented referral to outside resources	98%		213	51.00	1.00	32.00
17 Is there documentation of a CODIS hit notification in the file	-		213	-	-	84.00
18 Is there arrest or search warrant documentation	100%		216	18.00	-	66.00
19 Is there a suspect statement (video, audio, or transcribed)	96%		216	23.00	1.00	59.00
20 Are there crime scene photos?	94%		213	16.00	1.00	67.00
21 Is evidence collection documented in a report	99%		213	74.00	1.00	9.00
22 Were the evidence and property receipts included in Case file	99%		213	77.00	1.00	6.00
23 If evidence was not submitted for testing, was the reason docume	100%		213	3.00	-	81.00
24 Are there crime lab reports	100%		213	4.00	-	80.00
25 Is there documentation of a search of surveillance video?	100%		213	5.00	-	79.00
26 Is there documented evidence of a witness canvas?	100%		213	6.00	-	78.00
27 Are there composite sketches relative to the case?	100%		213	1.00	-	83.00
28 Did the Detective complete the Case File Index as needed	99%		213	83.00	1.00	-
29 Was the incident appropriately classified?	100%		213	84.00	-	-
30 Was there documented authorization for a Signal change if requir	100%		213	19.00	-	65.00
31 Is there documented supervisory review of reports and dispositio	100%		213	84.00	-	-
32 Did Auditor listen to recordings of the victim interview(s)	-		212	-	-	84.00
33 Did Auditor listen to suspect interview(s)	-			-	-	84.00
<b>Overall Score</b>	<b>99.6%</b>		<b>1,346.00</b>	<b>6.00</b>	<b>1,417.00</b>	

---

## ***Child Abuse Scorecard***

---

---

### ***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 **100%**. Of the 84 cases reviewed, 55 were audited as positive, none were negative and 29 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 84 cases reviewed, 53 were audited as positive, none were negative and 31 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 84 cases reviewed, 84 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 84 cases reviewed, 84 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 **100%**. Of the 84 cases reviewed, 84 were audited as positive, none were 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 84 cases reviewed, 37 were audited as positive, none were negative, 1 was unknown, and 46 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 84 cases reviewed, 64 were audited as positive, none were negative, and 20 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 84 cases reviewed, 31 were audited as positive, none were negative, and 53 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 84 cases reviewed, 20 were audited as positive, none were negative, 1 was unknown, and 63 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 84 cases reviewed, 55 were audited as positive, none were negative, and 29 were N/A (not applicable).
11. **Is there a communications log?** The overall score for this category was **100%**. Of the 84 cases reviewed, 83 were audited as positive, none were negative, and 1 was N/A (not applicable).
12. **Is there a 911 recording available?** The overall score for this category was **100%**. Of the 84 cases reviewed, 58 were audited as positive, none were negative, and 26 were N/A (not applicable).
13. **Is there documentation of CastNet usage (criminal history check)?** The overall score for this category was **100%**. Of the 84 cases reviewed, 64 were audited as positive, none were negative, and 20 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 **NA**. Of the 84 cases reviewed, none were audited as positive, none were negative, and 84 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 84 cases reviewed, 26 were audited as positive, none were negative and 58 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 84 cases reviewed, 51 were audited as positive, 1 was negative (**C-15592-22**), and 32 were N/A (not applicable).
17. **Is there documentation of a CODIS hit notification in the file?** The overall score for this category was **NA**. Of the 84 cases reviewed, none were audited as positive, none were negative, and 84 were N/A (not applicable).
18. **Is there arrest or search warrant documentation?** The overall score for this category was **100%**. Of the 84 cases reviewed, 18 were audited as positive, none were negative, and 66 were N/A (not applicable).
19. **Is there a suspect statement (video, audio, or transcribed)?** The overall score for this category was **96%**. Of the 84 cases reviewed, 23 were audited as positive, 1 was negative (**F-06360-22**), 1 was unknown, and 59 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 **94%**. Of the 84 cases reviewed, 16 were audited as positive, 1 was negative, and 67 were N/A (not applicable).

21. **Is evidence collection documented in a report?** The overall score for this category was **99%**. Of the 84 cases reviewed, 74 were audited as positive, 1 was negative, and 9 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 **99%**. Of the 84 cases reviewed, 77 were audited as positive, 1 was 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 84 cases reviewed, 3 were audited as positive, none were negative, and 81 were N/A (not applicable).
24. **Are there crime lab reports?** The overall score for this category was **100%**. Of the 84 cases reviewed, 4 were audited as positive, none were negative, and 80 were N/A (not applicable).
25. **Is there documentation of a search of surveillance video?** The overall score for this category was **100%**. Of the 84 cases reviewed, 5 were audited as positive, none were negative, and 79 were N/A (not applicable).
26. **Is there documented evidence of a witness canvas?** The overall score for this category was **100%**. Of the 84 cases reviewed, 6 were audited as positive, none were negative, and 78 were N/A (not applicable).
27. **Are there composite sketches relative to the case?** The overall score for this category was **NA**. Of the 84 cases reviewed, 1 was audited as positive, none were negative, and 83 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 **99%**. Of the 84 cases reviewed, 83 were audited as positive, none were negative, and 1 was N/A (not applicable).
29. **Was the incident appropriately classified?** The overall score for this category was **100%**. Of the 84 cases reviewed, 84 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 84 cases reviewed, 19 were audited as positive, none were negative, and 65 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 84 cases reviewed, 84 were audited as positive, none were negative, and none were N/A (not applicable).

---

## ***Conclusion (Final)***

---

Based on the combined total of two thousand seven hundred and seventy-two (**2,772**) checklist items rated, from the sample size of eighty-four (**84**) case files audited, the “Overall Score” of this 1<sup>st</sup> - 4<sup>th</sup> Quarters 2022 Child Abuse Unit case file audit conducted by the Auditing and Review Unit **was 99.6%**.

### **Final Results**

The overall results of the 1<sup>st</sup>- 4<sup>th</sup> Quarters 2022 Child Abuse audit revealed compliance threshold scores of **above 95%** in most areas; therefore, there were no areas of concern identified. However, the following question scored below the 95% threshold:

**20. Were there crime scene photos taken when evidence could be captured/recorded, as appropriate?** The overall score for this category was **94%**.

- Due to the case detective’s termination of employment, there were no crime scene photos included in the case file. According to the case notes, Detective’s device, which stored the crime scene photos, was erased, and reset upon her departure.

### **Recommendations**

The audit resulted in 99.7% compliance for the annual 2022 Child Abuse Audit. There were no recommendations from PSAB.

---

## ***Sex Crimes Unit Responses & PSAB Notes:***

---

**Unit Response:** After reviewing the casefile and speaking with the Child Abuse supervisor, SVS concurs with the PSAB’s Auditing Team score for this casefile. It was assumed by the supervisor that all casefile related data captured in the former detective’s departmental cellular phone was removed from the phone prior to her departure and having the phone wiped by NOPDTECH.

**PSAB Note:** No changes made, as PSAB agreed.

**Attachments:**

Excel Raw Data Spreadsheet for the 1<sup>st</sup> – 4<sup>th</sup> Quarters audit

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

**Lead 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