



**METROPOLITAN POLICE DEPARTMENT
NASHVILLE, TENNESSEE**

Roll Call Training / Shift Briefing

M.P.D FORM 101

SUBJECT: Call out Guidelines Sex Crimes and Youth Services	REVISED: November 7, 2019	RESCINDS: MNPD Manual 15.10 "Call -Out" Guidelines for Investigative and Support Elements (15.10.050 B,1 and G, 8) Dated August 20, 2018
REFERENCE or AUTHORITY: MNPD Manual 15.10 "Call -Out" Guidelines for Investigative and Support Elements	EFFECTIVE DATE: November 7, 2019	DISTRIBUTION: All Personnel

I. PURPOSE

The purpose of this rollcall training document is to advise MNPD personnel of newly authorized call-out criteria and procedures for Sex Crimes and Youth Services investigative elements when there are no on-duty personnel available.

Until such time as the MNPD Departmental Manual has been updated to include the revised time frames outlined in this roll call training document, this document shall serve as official policy.

In accordance with the current requirements, supervisors shall ensure all employees under their command are aware of this document, by having them sign a daily worksheet (MNPD Form 255, Daily Worksheet), or other component receipt form acknowledging they have received notice of the information and accept responsibility to follow the directive(s) contained herein.

II. KEY POINTS TO COVER DURING ROLL CALL TRAINING

- A.** The MNPD policy for call out of Sex Crimes Section investigative personnel concerning the length of time between the occurrence of the assault and the request of call out has been revised as follows:

15.10.050 Criteria for Call-Out

B. Sex Crimes Section

An investigator shall be notified when no one from the Sex Crimes Section is on duty, pursuant to the following criteria:

1. A sexual assault of an adult occurred within **120** hours;

- B.** The MNPD policy for call out of Youth Services investigative personnel concerning the length of time between the occurrence of the assault and the request of call out where the victim is 17 years of age or younger has been revised as follows::

15.10.050 Criteria for Call-Out

G. Youth Services Division

An investigator shall be notified when no one from the Youth Services Division is on duty, pursuant to the following criteria:

8. A sexual assault where the victim is 17 years of age or younger occurred within **120** hours;

***If you have any questions or need additional assistance, please contact:
MNPD Strategic Development Division (615-880-2850)***