|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Title**: | ON SCENE EVIDENCE AND PROPERTY COLLECTION | | **Policy #** | | I.2.04 |
| **Division:** | Investigation | | **Page:** | | Page 1 of 2 |
| **Coroner Signature:** | |  | **NAME Reference:** | | B3b,B3j,B3l,B3m | |
| **Approved/Revised Date:** | | **02-20-2024** | **IACME Reference:** | | A6c,A6k,A9c, B1q,B1r,B1s,B1x | |



**PURPOSE:**

Standardized collection and handling procedures *on scene* ensure that proper chain of custody procedures are upheld and identified forensic value is maintained. Thus, supporting the mission of the Ada County Coroner’s Office (ACCO) through decedent identification, and cause and manner of death determinations; as well as ensuring the return of personal effects to the decedent’s legal next of kin.

**POLICY**:

The Investigator and Forensic Technician shall ensure that items of evidentiary value, medicolegal significance, and potential value are properly documented, collected, inventoried, safeguarded, and released in accordance with ACCO standard operating procedures.

**PROCEDURE**:

1. All property located on the decedent shall be documented, photographed, and collected.
   1. Pockets shall be turned out.
      1. Property within shall be collected and photographed to be inventoried by Forensic Staff.
   2. Collected items shall be inventoried in the ACCO case management system.
   3. Any release of personal effects from the body at the scene shall be in accordance with ACCO standard operating procedures and documented in the ACCO case management system.
2. Any identified illicit drugs and paraphernalia shall be documented, photographed, and released to the investigating law enforcement agency on scene.
3. All identified items of evidence shall be documented, photographed, and:
   1. Securely transported to the ACCO, or
   2. Released to the investigating law enforcement agency on scene.
4. Prescription medication documentation and collection shall be in accordance with ACCO Policy: *Medication Collection*.
5. Any identified currency shall be documented, photographed, and securely transported to the ACCO.
   1. Collected currency shall be inventoried in the ACCO case management system.
6. Identified personal valuables shall be documented, photographed, and:
   1. Securely transported to the ACCO, or
   2. Safeguarded on scene.
   3. Collected personal valuables shall be inventoried in the ACCO case management system.