

Santa Clara County Sheriff's Office
Report Writing for Use of Force De-Escalation Documentation
2270-22707-
Rev: 01/08/2021

Learning Outcomes: The students will learn the importance of documenting steps they took to try to de-escalate, and if de-escalation failed, documenting why they needed to use force. Learning outcomes will be validated through facilitated debrief of a scripted role play scenario observed by the students to identify specific report writing elements.

Course Objective: The students will receive instruction on details that should be included in Use of Force report writing. This is specifically geared toward documentation needed to show compliance with the de-escalation requirements of PC 835a and SB 230.

- 1) Introduction (5 minutes)
 - a) Course Goals
 - i) Refresh students' knowledge of the PC 835a and SB 230 de-escalation requirements
 - ii) Give students an understanding of how this impacts their report writing
 - iii) Give students the ability to properly document use of force incidents to avoid liability and criminal prosecution

- 2) PC 835a and SB 230 (30 minutes)
 - a) Legal requirements of 835a
 - i) When is a use of force justified?
 - ii) Shall use other available resources and techniques when safe and feasible
 - iii) Totality of the circumstances includes officer conduct leading up to the use of force
 - iv) Definition of imminent
 - v) Tactical repositioning
 - vi) Definition of deadly force
 - vii) Duty to warn

- 3) What do we need to have to de-escalate? (10 minutes)
 - a) Containment
 - b) Control
 - c) Contact
 - d) Communications
 - e) Cooperation

- 4) Report Writing Elements (45 minutes)
 - a) Describe your conduct
 - i) Before the encounter including information received from dispatch, other parties, and other LEOs

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- ii) During
 - iii) After
 - b) De-escalation
 - i) What steps were taken to de-escalate?
 - ii) What steps were taken to use tactical repositioning?
 - iii) Did these techniques work?
 - c) PC 834a
 - i) The duty to comply
 - d) Use of Force
 - i) Why were you forced to use the force option you did?
 - ii) Would an objectively reasonable officer have chosen to do the same?
 - iii) Fear is not sufficient. Articulable facts need to be described.
 - iv) Describe the force
 - e) After the use of force
 - i) What steps did you take to render aid?
 - f) Sheriff's Office Internal Reporting Requirements
- 5) Scenario (30 minutes)
- a) Scripted use of force scenario to be observed by students
 - i) Scenario will include de-escalation, tactical repositioning, and a use of force
- 6) Debrief (45 minutes)
- a) Facilitated classroom discussion on how to document the scenario the students watched based on the requirements of PC 835a and SB230