

PATROL ASSIST WORKSHEETS

Problem Name:	Start Date:
Problem Location:	
Officer Name:	
Contact (Complainant):	

SCANNING – Problem Identification	
Problem Classification:	Validate Problem Solving Criteria:
<div style="display: flex;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-size: small; margin-right: 5px;">Check all boxes that apply</div> <div> <input type="checkbox"/> Crime /Safety related <input type="checkbox"/> Traffic related <input type="checkbox"/> Order Maintenance / Quality of Life <input type="checkbox"/> Terrorism and Emergency Preparedness <input type="checkbox"/> Social Disorder <input type="checkbox"/> Fear of Crime (perceptions) </div> </div>	<div style="display: flex;"> <div> <input type="checkbox"/> Reoccurring incidents/events with similar or related characteristics* <input type="checkbox"/> Requires a strategic and organized process <input type="checkbox"/> Concern to Community <input type="checkbox"/> Public expectation that something be done <input type="checkbox"/> Must be completed in partnership with the Community (others) </div> <div style="text-align: right; margin-top: 10px;"> (must be able to check all above) <input type="checkbox"/> YES <input type="checkbox"/> NO </div> </div>

*What are the Similar or Related Characteristics: (describe)	
<input type="checkbox"/> Behavior: (victim and/or suspect)	
<input type="checkbox"/> Location: (physical environment)	
<input type="checkbox"/> Persons Involved: (victims, suspects)	
<input type="checkbox"/> Time: (events)	

Description of problem:

The problem must be something you can manage, take ownership in, and be responsible for completing in partnership with the community.

Project Approval:

Submit to Supervisor

Date:	Approved by:
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SCANNING – Problem Background

What are the current impacts of this problem on the community?

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What has already been done to address these impacts?

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If none, explore traditional policing practices first.

ANALYSIS - Problem Analysis Triangle

Victims\Target <small>(desirable/vulnerable)</small>	Suspects <small>(motivated to commit harmful act)</small>	Locations/Places <small>(suspect/victim at same place & time)</small>

ANALYSIS - Stakeholder Identification

Guardians <small>(acts in best interest of Victims)</small>	Controllers <small>(acts in best interest of Offender)</small>	Managers <small>(people who oversee locations)</small>

ANALYSIS – Determining Problem Nature & Extent

What is it about the **Related Characteristics** of the individual incidents that contributes to the common root cause(s) of the overall problem? What questions do you have for each individual or group that is affected by this problem?

Questions	Answers
<p>Victims / Guardians:</p> <p><i>Why are victim(s) being victimized? What are/should guardians be doing to prevent this?</i></p>	
<p>Suspects / Controllers:</p> <p><i>Why are suspect(s) committing these crimes? What are/should controllers be doing to prevent this?</i></p>	
<p>Location(s) / Managers:</p> <p><i>Why are incidents happening at this location? What are/can managers do to prevent/mitigate this?</i></p>	

ANALYSIS – Identify Root Causes/Underlying Conditions

Based on ANALYSIS, identify & describe potential root causes of the problem?

RESPONSES

ESTABLISH OBJECTIVES TO IMPACT ROOT CAUSES

Write objectives you want to accomplish to address the root cause(s) of the problem.

Root Cause: Objective #1:

Visual Assessment
 Data Analysis
 Crime Reports
 Interviews
 Surveys

Root Cause: Objective #2:

Visual Assessment
 Data Analysis
 Crime Reports
 Interviews
 Surveys

ACTION PLAN

What Strategies are you going to apply to achieve objectives?

What resources are needed? Who will implement your strategies (partnerships)?

Strategies

Resources/Partnerships

Engineering (Location):

Education (Victims):

Enforcement (Suspects):

ACTION PLAN

Strategy:

Tasks

Timetable:

Responsibility:

Strategy:

Tasks

Timetable:

Responsibility:

Strategy:

Tasks

Timetable:

Responsibility:

ASSESSMENT / ACHIEVEMENTS

How can you assess the effectiveness of your problem-solving effort? Did you:

- Eliminate the problem?
- Reduce the number of incidents and/or seriousness of the incidents it creates?
- Reduce the harm or fear associated with the problem?
- Design better methods for handling/responding to the incidents?
- Redefine the responsibility for the problem (remove from police consideration)?

What specific measures did you use to know how you achieved your goals?

- Visual Assessment Data Analysis Crime Reports Interviews Surveys

MAINTENANCE

What are you doing to ensure for the problem does not return? How will you monitor the problem? How can we strive for continuous improvement?