

Basic Training Module Specifications

<u>Functional Area:</u>	III. Detention and Prosecution
<u>Subject Area:</u>	A. Receiving and Booking Process
<u>Module Title:</u>	1. SEARCHING AND FINGERPRINTING PRISONERS
<u>Hours:</u>	Not less than 4 hours

Notes to Instructor:

Students should understand that specific evidence and property procedures may vary between different law enforcement agencies in the state.

Actual hands-on skills of custodial searches will be covered in the Mechanics of Search and Arrest section.

Instructors should emphasize the proper care of equipment and the importance of taking acceptable fingerprints and palmprints during this block of instruction.

Trainees should be able to identify unacceptable fingerprints and palmprints.

Module Objectives start on next page:

III.A.1.1. Conduct a Custodial Search.

- a. Requests prisoner to remove all personal property.
- b. Searches prisoner systematically, removing all property (e.g., belt, money, jewelry, contraband, etc.).
- c. Observes restrictions when conducting strip searches of person arrested for a misdemeanor or an offense punishable by civil fine (MCL 764.25a):
 - (1) arrested person is lodged by court order or there is reasonable cause to believe that a weapon, controlled substance, or evidence is concealed;
 - (2) the search is authorized in writing by the chief law enforcement officer of the agency;
 - (3) search is conducted by person of the same sex, without observation except by an assistant of the same sex;
 - (4) a report on the search is written as prescribed.
- d. Observes restrictions when conducting a body cavity search (physical intrusions) of the stomach, rectal cavity, or vagina (MCL 764.25b):
 - (1) searches only with a warrant except when prisoner is serving a sentence for a criminal offense;
 - (2) search is only performed by a physician, physician's assistant, or licensed nurse (LPN or RN);
 - (3) report is prepared by the law enforcement officer executing the warrant as prescribed.
- e. Inventories prisoner's personal property following departmental procedures (e.g., counts all money in prisoner's possession, lists all property on inventory sheet, requests prisoner to verify inventory list, stores prisoner's property).
- f. Seizes evidence discovered during the custodial search including weapons, contraband, and fruits of a crime.
- g. Documents the articles seized during the custodial search to preserve the chain of evidence (e.g., tags evidence, writes report, initials evidence, etc.).
- h. Delivers evidence to the proper authorities for further processing (e.g., crime lab, arresting officer, etc.) ensuring that the chain of evidence is preserved.

III.A.1.2. Demonstrate an Understanding of the Purpose and Value of Taking Acceptable Fingerprint and Palmprint Impressions.

- a. Defines a fingerprint as an impression of the friction ridge of all or any part of the finger, where the ridge consists of unique flow, characteristic, and structure, and includes one of the following general patterns:
 - (1) arch;
 - (2) loop; or
 - (3) whorl.
- b. Defines palmprint as an impression of the friction ridge skin area on the side and underside of the hand.
- c. Distinguishes among:
 - (1) latent prints;
 - (2) inked prints; and
 - (3) scanned prints.
- d. Identifies relevant statutes that pertain to taking fingerprints, including:
 - (1) fingerprint procedures (MCL 28.243), upon arresting a suspect for:
 - (a) felonies;
 - (b) 93-day misdemeanors;
 - (c) violations of foreign or personal protection orders; or
 - (d) 93-day juvenile misdemeanors;
 - (2) refusal to submit to fingerprinting (MCL 28.243a);
 - (3) non-criminal identification purposes (MCL 28.248), and
 - (4) dissemination of criminal history information (MCL 28.242a, added and effective February 1, 2006).
- e. Evaluates how local agency or county sheriff's policies and procedures, or departmental standard operating procedures, affect the taking of fingerprints and palmprints.
- f. Identifies the value of taking acceptable fingerprints and palmprints so as to:
 - (1) initiate an official criminal justice record on a suspect;
 - (2) help to solve open crimes;
 - (3) identify criminals;
 - (4) assist in conducting background investigations; and
 - (5) assist with homeland security efforts.
- g. Recognizes that forensic laboratories are dependent on acceptable and usable fingerprints and palmprints to work effectively.

III.A.1.3. Demonstrate an Understanding of the Methods Used to Obtain Fingerprints and Palmprints.

- a. Explains the ink and roll procedure for fingerprinting and palm printing:
 - (1) understands the ink and roll method is becoming outdated and can be difficult to do, requiring expertise on the part of the officer;
 - (2) recognizes officer safety procedures when fingerprinting and palm printing prisoners, such as:
 - (a) eliminating weapons from the printing area;
 - (b) printing from behind or from the side of the prisoner;
 - (c) being aware of uncooperative prisoners; and
 - (d) explaining the printing procedures to the prisoner;
 - (3) rolls the ink onto the plate with the appropriate thickness; and
 - (4) rolls fingerprints onto the proper space on the fingerprint card.

- b. Explains the inkpad procedure for fingerprinting and palm printing:
 - (1) considers officer safety when taking prints of prisoners;
 - (2) rolls prints nail to nail and 4-finger slap (plain);
 - (3) understands that the inkpad produces the exact amount of ink so as to eliminate smearing and “inking”;
 - (4) recognizes that the inkpad is easier to use than the ink and roll method; and
 - (5) uses fingerprint cards RI-7 or RI-8 and FSD-24 palmprint card.

- c. Explains the live scan electronic instrument for fingerprinting and palm printing:
 - (1) describes the live scan as the latest technology, which is an effective tool that can quickly identify a known criminal through AFIS;
 - (2) recognizes that the live scan consists of the following basic components:
 - (a) computer monitor;
 - (b) fingerprint plate;
 - (c) optical scanner;
 - (d) keyboard; and
 - (e) printer.
 - (3) recognizes that the live scan has the capability to electronically transmit fingerprints to MSP’s Criminal Justice Information Center (CJIC) and to the Automated Fingerprint Identification System (AFIS);
 - (4) considers that, through AFIS, the live scan technology can begin building a record at the time of arrest;
 - (5) observes that the live scan has the capability to search the following databases:
 - (a) Michigan criminal database;
 - (b) unsolved crimes database; and
 - (c) FBI criminal database.
 - (6) recognizes the importance of waiting for, and to examine, the response from AFIS.

III.A.1.4. Take Fingerprints and Palmprints During a Classroom Practical Exercise.

- a. Takes fingerprints and palmprints using one of the following methods:
 - (1) ink and roll;
 - (2) inkpad; or
 - (3) live scan.

- b. Completes the fingerprint and palmprint card by ensuring:
 - (1) all requested information is on the card;
 - (2) the person's identifying information is complete;
 - (3) the appropriate signatures are affixed.

- c. Sends or transmits completed fingerprints and palmprints to proper authority.

Module History

Revised	1/05
Revised	4/06
Reviewed	9/21
Reviewed	11/23