

Instructions: Law Enforcement Domestic Violence Data Collection Form

The easiest way to complete this form accurately is to know when a question calls for counting *incidents* and when a question calls for counting *people* in the incidents. To aid your understanding of what is to be counted in each question an “I” (counting incidents) or a “P” (counting people) is written in bold after each question number. In brief, questions 3, 3a, 3b, 4, 4a, 9a, 9b, 10, 11, 12, 14a, 14b, 15 and 17 count *incidents*. Conversely, questions 4b, 5, 6, 7, 8, 13, 16a, and 16b count *people* (such as victims, suspects, etc.)

q1. *Agency Name*

Enter the name of your law enforcement agency

q2. *Quarter Reporting*

Check the box that represents the quarter of the calendar year for which you are reporting. For example, for year 2015, the quarters are as follows: 1st quarter (1/1/15 –3/31/15); 2nd quarter (4/1/15-6/30/15); 3rd quarter (7/1/02/15-9/30/15); 4th quarter (10/1/02/15-12/31/15).

q3. **(I)** *Number of Harassment Incidents*

Enter the number of offense incident reports that involved an incident of harassment for the quarter (statute 30-3A-3.2).

q3a. **(I)** *Number of Stalking Incidents*

Enter the number of offense incident reports that involved stalking (statute 30-3A-3).

q3b. **(I)** *Number of Incidents in 3a resulting in a homicide*

Of the number of stalking incidents that you entered in 3a, count how many resulted in a homicide. Enter this number on the space provided next to “Number of Incidents in 3a resulting in a homicide”.

q4. **(I)** *Number of Domestic Violence Incidents for the quarter (based on offense incident reports)*

Enter the number of offense incident reports that involved a domestic violence incident for the quarter.

The “Crimes Against Household Members Act” forms the basis of identifying domestic violence crimes in New Mexico. The definition is as follows:

30-3-11. Definitions.

A. As used in the Crimes Against Household Members Act (30-3-10 to 30-3-18 NMSA 1978), “household member” means spouse, former spouse, parent, present or former step-parent, present or former parent in-law, grandparent, grandparent-in-law, a co-parent of a child or a person with whom a person has had a continuing personal relationship. Cohabitation is not necessary to be deemed a household member for the purposes of the Crimes Against Household Members Act;

B. “continuing personal relationship” means a dating or intimate relationship.

There are many state statutes that identify crimes that can be committed against a *household member* (as described in the above definition).

Any offense incident report written by an officer that documented the crime as any of the following state statutes should be counted as a domestic violence incident:

- 30-3-12 Assault against a household member
- 30-3-13 Aggravated assault against a household member
- 30-3-14 Assault against a household member with intent to commit a violent felony
- 30-3-15 Battery against a household member
- 30-3-16 Aggravated battery against a household member
- 31-1-17 Arrest without warrant; liability
- 30-4-3 False imprisonment that is domestic related
- 30-3A-3 Stalking that is domestic related
- 30-3A-3.1. Aggravated Stalking that is domestic related
- 30-3-17. Multiple Convictions of Battery or Aggravated Battery
- 30-3-18. Criminal Damage to Property of Household Member; Deprivation of Property of Household Member
- 31-1-7. Arrest without Warrant; Liability

Additionally, when an officer documents a higher priority crime, for example homicide, and documents that it is domestic related, this offense incident report should also be counted in your domestic violence count for the quarter when answering question 4.

Q4a. (I) *Number of Incidents in q4 resulting in a homicide*

Enter the number of offense incident reports that involved a domestic violence homicide.

Q4b. (P) *Total number of homicide victims Number female homicide victims Number male homicide victims*

Count the total number of homicide victims. For example, you may have 30 domestic violence cases in q4. You may have counted 3 of these 30 incidents that resulted in a homicide. From these 3 incidents that resulted in a homicide, there may be a total of 5 murdered victims. In this case, you would enter “5” on the line provide next to “Total number of homicide victims”. Of the total number of homicide victims, count how many were female and how many were male and enter these numbers on the appropriate lines provided.

Q5. (P) *Number of male victims Number of female victims Number of victims gender unknown*

Count the number of victims documented on the domestic violence offense incident reports identified in q4. Of these, count the number of male victims and female victims and enter these numbers on the appropriate lines provided. Sometimes an officer does not document the gender of the victim on the offense incident report. When this happens, count the number of victims whose gender is unknown and enter the number on the line provided.

Q6. (P) *Number of victims per age group* *Number of suspects per age group*

Of the *victims* identified in question 5, count how many are in each age grouping listed on the form, and enter that number on the appropriate line provided. If the age of some victims is not known, enter the number of victims with an unknown age on the line provided “#victims age unknown”.

You may wish to wait until question 8 is completed before answering the “suspect” part of question 6.

Of the *suspects* identified in question 8, count how many are in each age grouping listed on the form, and enter that number on the appropriate line provided. If the age of some suspects is not known, enter the number of suspects with an unknown age on the line provided “#suspects age unknown”.

Q7. (P) *Number of victims per each ethnicity* *Number of suspects per each ethnicity*

Of the *victims* identified in question 4, count how many are in each ethnic group listed on the form, and enter that number on the appropriate line provided. When a victim’s ethnicity is not known, count how many victims whose ethnicity is not known and enter that number on the appropriate line provided.

You may wish to wait until question 8 is completed before answering the “suspect” part of question 7.

Of the *suspects* identified in question 8, count how many are in each ethnic group listed on the form, and enter that number on the appropriate line provided. When a suspect’s ethnicity is not known, count how many suspects whose ethnicity is not known and enter that number on the appropriate line provided.

Q8. (P) *Number of male suspects* *Number of female suspects* *Number of suspects gender unknown*

Count the number of *suspects* documented on the domestic violence offense incident reports identified in q4. Of these, count the number of male suspects and female suspects and enter these numbers on the appropriate lines provided. Sometimes an officer does not document the gender of the suspect on the offense incident report. When this happens, count the number of suspects whose gender is unknown and enter the number on the line provided.

Q9a. (I) *Number of incidents involving injury*

Of the domestic violence incidents identified in question 4, count how many *incidents* involved an injury to someone (either the victim, the suspect, or the police officer, etc., – it doesn’t matter who was injured) and enter that number in the space provided. Do not count injuries, instead count how many *incidents* involved one or more injuries, not how many *people* were injured.

Q9b. (I) *Of those in 9a, how many involved: victim injury* *suspect injury* *police officer injury*

Of those in q9a, count how many *incidents* involved an injury to the *victim* and enter that number on the space provided. Of those in q9a, count how many involved an injury to the *suspect* and enter that number in the space provided. Of those in q9a, count how many involved an injury to a *police officer* and enter that amount in the space provided. If you add the number of incidents with injury to victims, suspects and police officers it may be greater than the number of incidents with an injury that you documented in q9a. This is because one incident may have a *victim* and a *police officer* injured so this incident would be counted for the *victim* injury count, and then again for the *police officer* injury

count. This is okay. Likewise, one incident may have a *victim* and a *suspect* injured, so this one incident would be counted for the *victim* injury count, and then again for the *suspect* injury count.

Q10. (I) Number of incidents with each type of injury

Of the offense incident reports identified in question 4, count the number of reports that documented a broken bone and enter that number in the space provided. For example, if a domestic violence incident resulted in the victim getting a broken bone and the suspect getting a broken bone, you would enter “1” on the space next to “apparent broken bone”. Do *not* count the *people* with broken bones, only the number of *incidents* which resulted in a broken bone. Do the same process for each type of injury listed.

q11. (I) Number of incidents a weapon was used

Of the offense incident reports identified in question 4, count the number of reports that documented that a weapon was involved in the domestic violence incident. Enter this number on the line provided. Do not count number of weapons involved, only the number of *incidents* in which one or more weapons were used.

q12. (I) Number of incidents in which each type of weapon was used: gun knife other

Of the offense incident reports identified in question 4, count how many of these incidents involved a gun and enter the number on the line provided. For example, in a domestic violence case if the suspect had a hand-gun and a shot-gun you would enter “1” on the space provided next to “gun”. Do *not* count the *people* with a gun or the number of guns, only the number of *incidents* which involved a gun.

Do the same process for each type of weapon listed on the form. When completed, the sum of the number of incidents in which a gun, knife, or other weapon were used may be greater than the number entered in question 11. This is okay. For example, a suspect in a domestic violence case may have used a gun and a knife. So this one incident would be counted twice, once for the gun-incident count, and once for the knife-incident count.

q13. (P) Number of each type of relationship of suspect/abuser to victim. Suspect/Abuser was a....

In a majority of domestic violence cases, there is one suspect and one victim. In this case, it is easy to determine how to count the suspect/victim relationship. If the suspect is an adult *son* of the victim, you would enter “1” in the space provided next to *relative*. If the suspect is the *husband* of the victim, you would enter “1” in the space provided next to *spouse*. However, because domestic violence incidents in New Mexico include violence against specified household members, and not just an intimate partner, there may be more than one victim and even more than one suspect per domestic violence incident that the officer documented on the offense report. Therefore, the number of suspect/victim relationships will in many cases, be more than the number of suspects. For instance, a male suspect may have assaulted a wife, a wife’s live-in sister, and live-in brother in law. In this case, the suspect is a *spouse* to his wife, the suspect is a *relative* to the live-in sister, and a *relative* to the live-in brother in law. On the form, you would enter “1” for *spouse*, and “2” for *relative* with regard to this one case. And this is okay. Absent a computer database query, this type of question requires some type of scratch sheet to tally up all the counts for each relationship type listed before entering them on the appropriate lines on the form. The way you count the relationships all depends on how the officer filled out the offense incident report.

q14a. **(I)** *Number of incidents where alcohol/drugs were used*

Of the offense incident reports identified in question 4, count the number of reports that documented that alcohol/drugs were used in the domestic violence incident. Enter this number on the line provided.

q14b. **(I)** *Number of incidents alcohol/drugs used by: victim only suspect only both*

Of the offense incident reports identified in question 4, count the number of reports that documented that only the victim used alcohol/drugs at the time of the incident. Enter this number on the line provided next to the statement “victim only”. Do the same process for suspect-only use. If an offense incident report documents both the victim and the suspect used alcohol/drugs, do not count these in the *victim-only* count or the *suspect-only* count, but enter this number on the line provided next to *both*. The total number (adding victim-only + suspect only + both) should be equal to the number entered in 14a.

q15. **(I)** *Number of incidents where children were at the scene*

It is important to answer question 14 so that we know how many domestic violence incidents had at least one child present. Of the offense incident reports identified in question 3a, count the number of reports that documented that a child was present. Enter this number of reports on the line provided. (Be sure to count offense reports, not children). For example, if there were 20 domestic violence incidents, and 15 of these had at least one child present as documented by the officers who completed the reports, than you would enter 15 on the line provided.

q16a. **(P)** *Total number of children at the scene of domestic violence incidents*

Count all the children from each offense incident report identified in question 4 and enter the number on the line provided. To continue the above example, if there were 20 domestic violence incidents, and 15 of these had at least one child present, count the total number of children present at these 15 incidents and enter the total on the line provided.

q16b. **(P)** *Number of children per each age group*

Of the number of children in 16a, count how many are in each age grouping listed on the form and enter that number in the appropriate space provided. Sometimes the age of the children present is not documented. For example, if there were a total of 30 children who were present at the 15 incidents that had at least one child present, and the ages of 5 of these 30 children were unknown, than enter “5” in the space provided next to “unknown”.

q17. **(I)** *Number of incidents where: only suspect arrested only victim arrested both arrested total incidents with no arrest made*

We want to count *incidents* in this question, not *people* (suspects, victims, etc).

First, of the offense incident reports in question 4, count how many reports resulted in no one getting arrested. Enter this number on the line provided “total incidents with no arrests made”.

Next, of the offense incident reports identified in question 4, count how many reports documented that only the *victim* was arrested and no one else. Enter this number on the line provided “only victim arrested”.

Next, count how many reports documented that only the *suspect* was arrested and no one else. Enter this number on the line provided “only suspect arrested”.

Next count how many reports documented that *both a suspect and a victim* were arrested. Enter this number on the line provided “both arrested”. If you completed this section right, the total when adding each of these responses together (*only suspect arrested + only victim arrested + both arrested + total incidents with no arrests made*) will not be greater than the number of incidents entered in question 4. If the sum of these responses is greater than the number in question 4, than go back and make sure you didn’t count the number of suspects arrested, or the number of victims arrested. Remember, we are only counting *incidents* that resulted in a victim arrest, suspect arrest, or both, and not the number of victims and suspects arrested. For example, you may have one domestic violence incident with two suspects and two victims and the 2 suspects were arrested. In this case, you would enter “1” on the line provided next to “only suspect arrested” since this one *incident* had at least one suspect arrested. Absent a computer database query, this type of question requires some type of scratch sheet to tally up all the counts for each result listed before entering them on the appropriate lines on the form.

Please submit your completed quarterly reports by the 15th of the month following the end of each quarter.