

JACKSONVILLE POLICE DEPARTMENT

SEX OFFENDER REGISTRATION & COMMUNITY NOTIFICATION

Policy: 11-4
Effective: 01-01-09
Revised: 01-13-21

PURPOSE: With the passage of A.C.A. §12-12-901 et. seq., local law enforcement agencies are charged with conducting community notification by determining the risk of re-offense of a sex or child offender and based on that risk assessment, disseminating information about that offender to the community. This information is to be disseminated according to the guidelines set up by the Commission on Child Abuse, Rape, and Domestic Violence.

POLICY: It shall be the policy of this Department to utilize these guidelines to protect the public from child and sex offenders by releasing all information legally possible to help families, and the community, prepare to deal with the offender's residency within the community. It is the belief of this Department, State, and Federal law that the private interests of the individual adjudicated guilty of sex or child offenses are less important than the community's interest of public safety.

DEFINITIONS:

- I. **LIKELY TO ENCOUNTER:** (1) that the organization or community members are in a location or in close geographic proximity to a location where an offender lives or is employed, or which an offender visits or is likely to visit on a regular basis or (2) that the types of interaction which ordinarily occur at a location and other circumstances indicate that contact with an offender is reasonably certain.
- II. **RISK ASSESSMENT:** The procedure by which an offender's history and characteristics are reviewed in order to assign the offender to one (1) of four (4) risk levels or risk of re-offense, which determine the type of community notification that the offender will be subject.
- III. **LEVEL 1 OFFENDER:** Typically offenders in this category have no prior history of sexual offending and the community can be protected with notification inside the home and to local law enforcement authorities. Level I would not generally be appropriate with prepubescent victim(s), predatory behavior, sexual interest in children, a history of working with children or around children if the victim was a child, and allegations of force or threats of physical harm were used in the offense.
- IV. **LEVEL 2 OFFENDER:** Typically offenders in this category have a history of sexual offending where notification inside the home is insufficient. Community notification requires notice to the offender's known victim preference and those likely to come into contact with the offender.
- V. **LEVEL 3 OFFENDER:** Typically offenders in this category have a history of repeat sexual offending, and/or strong antisocial, violent or predatory personality characteristics. These are individuals whose offense and criminal history require notification throughout the community.
- VI. **LEVEL 4 OFFENDER:** Sexually Violent Person refers to a person who has been adjudicated guilty of a sex offense or acquitted on the grounds of mental disease or defect of a sex offense that makes the person likely to engage in predatory sex offenses. The designation indicates that the highest and most visible means of community notification is required.
- VII. **ADULT:** A person eighteen (18) years of age or older.

PROCEDURES:

I. REGISTRATION

- A. Persons convicted of certain sex offenses and offenses against children are required to register with local authorities and to keep local authorities apprised of subsequent changes in their residence under the Sex and Child Offender Registration Act.
- B. This registration information is maintained on a computer system by the Arkansas Crime Information Center (ACIC) and provides law enforcement agencies with essential information as to the nature and whereabouts of these convicted criminals who live in their jurisdiction.
- C. The Criminal Investigation Division (CID) shall be responsible for the collection of sex and child offense information. When any employee of this Department has information that a person convicted of a sex offense or an offense against children resides within the jurisdiction of the Jacksonville Police Department, the employee shall notify CID by telephone or email as soon as possible.
- D. When an offender contacts the Jacksonville Police Department to register for a sex or child offense conviction, the offender shall be directed to CID.
 1. If no CID personnel are available, an incident report should be completed by any law enforcement officer and shall include the following: offenders name; race; sex; date of birth; address; telephone number; place of employment; employment address; employment phone number; and any other relevant information.
- E. CID personnel shall be responsible for seeing that all sex or child offenders registering with the Jacksonville Police Department are entered into the master name file of the Jacksonville Police Department computer system (RMS). This information will be forwarded to the CID Sergeant who will ensure the record is properly entered in the Jacksonville Police Department computer system to reflect the registrant is a Sex Offender.
- F. CID personnel shall prepare a Sexual Offense Registration file on each registrant which shall be maintained in the CID office and shall contain:
 1. Verification of Residency Form;
 2. Fact sheet;
 3. Certified copy of conviction which requires registration;
 4. Sex Offender Screening and Risk Assessment (SOSRA) forms;
 5. Copy of current Arkansas driver's license or identification card;
 6. Photos of vehicles, if applicable; and
 7. Miscellaneous papers.

II. RISK ASSESSMENT

- A. All offenders are required to submit to a risk assessment to be completed by the Arkansas Department of Correction (ADC) SOSRA Program.
- B. Persons serving their sentences with ADC may be assessed prior to release from incarceration.
- C. Persons convicted but not sentenced to ADC will contact the Jacksonville Police Department for registration. CID personnel will prepare a Sexual Offender Registration Folder on the individual. The offender will be provided the information for SOSRA and told to schedule for assessment or be assessed at Level III for non-compliance.
- D. When the Risk Assessment and Offender Profile Report is received from SOSRA with the Community Impact Risk Level (1 to 4) for the offender, CID will be responsible for seeing that community notification is conducted as outlined below.