



CLEVELAND DIVISION OF POLICE

GENERAL POLICE ORDER



EFFECTIVE DATE: JULY 19, 2021	CHAPTER: 4 - Field Operations	PAGE: 1 of 5	NUMBER: 4.03.09
SUBJECT: PROTOCOL - UNIVERSITY HOSPITALS CLEVELAND MEDICAL CENTER POLICE DEPARTMENT			
CHIEF: <i>Calvin D. Williams, Chief</i>			

Substantive changes are italicized

PURPOSE: To establish protocol between the Cleveland Division of Police (CDP) and the University Hospitals Cleveland Medical Center Police Department (UHCMCPD).

POLICY: *It is the policy of the Cleveland Division of Police, as a provision of the Police Authorizing Agreement between the City of Cleveland and the University Hospitals Cleveland Medical Center, that UHCMCPD officers have full authority, equal to the authority held by CDP officers when UHCMCPD officers are on-duty with active pay status (Law Department, 2018).*

PROCEDURES:

I. General Guidelines

A. UHCMCPD officers have the same authority as Division officers:

1. On property expressly owned, leased, or contracted by University Hospitals or its affiliated entities including:
 - a. All streets and alleys that transverse the property.
 - b. All adjoining streets and areas within 300 feet of the property line.
 - c. UHCMCPD shall provide the CDP with a current list of these properties and maps of the locations and notify the Division in writing any changes.
2. Within the jurisdiction of the City of Cleveland, en route to or from University Hospitals property, and exigent circumstances exist, including:
 - a. Hot pursuit of a fleeing suspect.
 - b. There is imminent danger of bodily harm if action is not taken immediately.
 - c. The escape of a known criminal or subject has occurred.
 - d. The witnessing of the commission of a crime in progress excluding misdemeanor drug activity or routine traffic offenses.
 - e. While participating in a cooperative enforcement effort, approved in advance by the Chief of Police from both agencies.

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- B. Nothing in this protocol shall prohibit the CDP from investigating felony complaints occurring on University Hospitals property deemed to be of investigative interest to the Division.

II. UHCMCPD Responsibilities

- A. Investigate all crimes occurring on University Hospitals' property, with the exception of incidents *outlined in GPO 4.03.01 Protocol with Outside Agencies Section I.B.*
- B. Utilize the *Law Enforcement Record Management System (LERMS)* to complete all incident reports.
- C. Evidence
 - 1. Be responsible for the testing, storage, and custody of evidence for presentation at trial.
 - 2. For cases with CDP investigative responsibility, evidence shall be transferred to Division custody.
- D. Issue citations on University Hospitals property
 - 1. Acquire Parking Infraction Notices (PINs) and Uniform Traffic Tickets (UTTs) from the Cleveland Municipal Clerk of Courts.
 - 2. Use the City of Cleveland Codified Ordinances as the primary reference for issuing PINs and UTTs; the Ohio Revised Code shall be used if no equivalent Cleveland Ordinance exists.
- E. Impounded Vehicles
 - 1. Handle tows using *UHCMCPD-owned or contracted* towing agencies.
 - 2. Notify the Communications Control Section of all tows from property other than University Hospitals' property.
- F. Arrestees
 - 1. Inform the appropriate CDP detective unit of all felony arrests and all instances of serious injury to any person, including UHCMCPD officers.
 - 2. Transport and process arrestees.
 - a. *For UHCMCPD arrestees taken into custody pursuant to warrants issued by the Cleveland Municipal Court who require medical treatment prior to transport to the Cuyahoga County Corrections Center (CCCC), UHCMCPD shall provide initial hospital transport and guard detail of the arrestee up to eight hours.*

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- b. *After exceeding eight hours, UHCMCPD shall contact CDP to determine if a longer guarding period is required of UHCMCPD and, if not, to arrange for CDP to take over guard duties; UHCMCPD shall continue to guard the arrestee until relieved by CDP.*
- c. *University Hospitals agrees that the City shall not be responsible for any UHCMCPD arrestee medical care costs prior to transport to the CCCC.*
- 3. Use their *UHCMCPD-owned or contracted* holding facility for juvenile arrestees until disposition to the *Cuyahoga County Juvenile Detention Center* or released to a parent or guardian.
- G. Warrants generated as a result of UHCMCPD enforcement efforts shall be entered into LEADS by the UHCMCPD under their ORI (Originating Agency Identifier).
- H. UHCMCPD supervisors:
 - 1. Shall be responsible for monitoring the activity of UHCMCPD patrol officers.
 - 2. Shall respond to all incidents involving UHCMCPD officers.
 - 3. May contact and request CDP supervisors to assist on incidents of mutual interest.
- I. Policies
 - 1. *Adopt and implement the CDP use of force policy.*
 - 2. *UHCMCPD currently has no pursuit policy; should this change and UHCMCPD allow pursuits, UHCMCPD shall adopt and implement the CDP pursuit policy.*
- J. When called upon, assist the CDP with investigations or other matters of mutual concern, for which the ultimate investigative responsibility rests with the CDP.

III. Training

- A. UHCMCPD agrees that, at minimum, it will provide to its officers and their supervisors, and UHCMCPD call-takers and dispatchers and their supervisors, the same or comparable training related to use of force, crisis intervention, bias-free policing, community policing, investigatory stops, and searches and arrests, which the CDP provides to its personnel.
- B. Prior to January 1 of each year, UHCMCPD shall obtain from CDP applicable anticipated training for the year and will provide such training for its applicable personnel within a reasonable time.

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- C. Upon request by CDP's Chief, UHCMCPD shall provide CDP with information about the type of training provided by UHCMCPD and confirmation of completion of training by applicable UHCMCPD personnel.
- D. CDP's Chief may determine, at their reasonable discretion, that UHCMCPD's required training is not the same or comparable to CDP's and shall notify UHCMCPD's Chief in writing of such non-compliance.
- E. UHCMCPD shall promptly remedy its lack of compliance and notify CDP's Chief of the remedy. UHCMCPD shall promptly provide CDP's Chief with any supporting information he may reasonably request.
- F. Training requirements shall continue to apply after the expiration of the City of Cleveland's Settlement Agreement with the U.S. Department of Justice.
- G. UHCMCPD officers shall participate in annual joint training and other joint initiatives at the request of CDP's Chief of Police.
- H. Each party is solely responsible for its own training-related costs and expenses for its personnel.
- I. Upon request by UHCMCPD, CDP shall allow UHCMCPD personnel to attend applicable training provided by CDP for its own personnel. However, UHCMC shall be solely responsible for any applicable costs or expenses, if any, associated with UHCMCPD personnel participation.

IV. Complaint Board

- A. UHCMCPD shall establish a complaint board made up of non-UHCMCPD persons, which shall be responsible for reviewing, investigating, hearing, and making findings regarding all civilian complaints about UHCMCPD's policies and practices and the conduct of UHCMC officers and call takers/dispatchers.
- B. The board shall determine if a complaint warrants no action or if disciplinary action against any of the officers and/or call takers/dispatchers is warranted.
 - 1. UHCMC shall take appropriate disciplinary action in response to board findings and shall provide timely written notification to the complaining party of the board's determinations and any action taken or if no action was deemed warranted.
 - 2. Upon request from the CDP Chief of Police, UHCMCPD shall promptly provide any reasonably requested information to review the complaint board's existence and operations.

V. Division Responsibilities

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- A. The CDP shall investigate the situations outlined in *General Police Order 4.03.01 Protocol with Outside Agencies Section I.B. that occur on University Hospitals' property.*
- B. Provide crime statistics necessary for UHCMCPD to prepare federally mandated annual reports on campus statistics and security.
- C. When called upon, assist the UHCMCPD with investigations or other matters of mutual concern.
- D. If there is an occasion when CDP and UHCMCPD officers are not in full agreement on a course of action, the CDP officer shall contact the sector supervisor; the sector supervisor shall act as the final arbiter on the proper course of action.

References

Law Department, C. (2018, November 28). Mutual Aid Agreement. *First Amendment to Police Authorization Agreement No. 2014-29 between the City of Cleveland and the University Hospitals CLE Medical Center.* Cleveland, Ohio, United States: City of Cleveland.

THIS ORDER SUPERSEDES ANY PREVIOUSLY ISSUED DIRECTIVE OR POLICY FOR THIS SUBJECT AND WILL REMAIN EFFECTIVE UNTIL RESCINDED OR SUPERSEDED.

CDW/BPC/jms
Chief's Office
Policy Unit