

What to tell the reporting party

“OK, based on what you’ve told us, we’re going to transfer you to our voice-reporting system. It will explain how to use the system and offer you the ability to use a mobile app if interested. If not, you can complete your report over the phone. When you’re finished, you will receive a reference number at the end of the filing. Your report will be reviewed by agency officials and upon its approval, you will receive a case number by email or you can go to CaseNumber.com.

I’m transferring you now.”

Triage Criteria

- No suspect info
- Misdemeanor reports

Dispatcher Notes

Call time/report type

Target Report Types

