

6.6 **ACCIDENTS INVOLVING POLICE DEPARTMENT VEHICLES:**

A. **PROCEDURE:**

1. A traffic collision investigation is required in all traffic collisions involving any department owned or leased vehicle, or any other vehicle operated by a department employee in the course and scope of his/her employment, when property other than the employee operated vehicle is damaged.
2. If the accident is investigated by the California Highway Patrol or any other law enforcement jurisdiction, the police department employee shall prepare a memorandum to his immediate supervisor documenting the facts and circumstances of the collision.
3. A supervisor is required to conduct an independent investigation of all collisions, whether traffic or non-traffic, involving on-duty personnel. The supervisor's investigation and findings shall be submitted in a memorandum along with the appropriate city accident form.
4. If a traffic collision involving any department vehicle causes an injury or a complaint of pain to any involved party, a supervisor will ensure that collision investigation is conducted by an employee of the department who is a qualified accident investigator having met the requirements per 40600 CVC.
5. For collision investigation guidelines, see section 6.3 of the Department Policy and Procedures Manual.
6. In those instances where the police department vehicle is involved in a collision with a stationary object and there is only property damage to the vehicle and no injury to the departmental employee, a supervisor shall investigate and prepare a memorandum. Photographs shall be taken and the appropriate city accident forms (131-62 and 131-121) submitted.
7. If an employee is involved in a traffic collision resulting in death or a serious likelihood of death in the performance of his/her duties, he/she will be requested by the traffic accident investigators to voluntarily provide up to two (2) samples of his/her blood or urine. If their request is refused, and no probable cause exists to seize the samples for criminal evidence, the involved employee will be administratively ordered to provide a sample by the representative from the Office of Internal Affairs. If so ordered, the employee shall provide a sample in conformance with the Alcohol and Drug Testing Policy and Procedures. The sample may then only be utilized in an administrative action. An employee who refuses to provide a sample or otherwise refuses to comply with the Alcohol and Drug Testing Policy and Procedures may be disciplined for misconduct or unsatisfactory job performance, up to and including termination.