
KANSAS CITY, KANSAS POLICE

GENERAL ORDER

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CROSS REFERENCE:

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I. PURPOSE

- A. To outline Department policy concerning the authorized use of truth verification devices.
- B. To centralize the process of requesting, conducting, and maintaining records of truth verification examinations.

II. TRAINING

- A. Department personnel must pass and continually maintain certification by the National Institute of Truth Verification Specialists (NITV) in order to be authorized to conduct truth verification examinations.
- B. The Department will bear the expense of initial certification and re-certification.
- C. The Chief of Police will select department personnel to receive training to achieve and maintain certification as a truth verification examiner.
- D. Examiners will be responsible for conducting all examinations in accordance with their training and all applicable state statutes and federal laws.

III. TRUTH VERIFICATION EQUIPMENT

- A. The Department will provide all necessary equipment to properly perform truth verification examinations.
- B. Examiners will not use department equipment, or their training provided by the Department, to conduct any examinations other than as authorized by the Department, including during any form of off duty employment.

IV. TRUTH VERIFICATION AUTHORIZATION AND PROCEDURES

- A. Examinations may be done for pre-employment purposes at the request of the Unified Government for public safety positions. Pre-employment examinations will only be conducted once a conditional offer of employment has been accepted by the applicant. Additionally, truth verification examinations shall not be

used as the single determinant of employment status. Examinations may also be done for any criminal case under investigation by the Department or by the Metropolitan Major Case Investigation Squad. The Chief of Police must approve any requests for a truth verification examination for any other reason prior to the examination being conducted.

- B. Requests for truth verification examinations in criminal cases must be approved by the investigating detective's supervisor. If the investigating detective's supervisor concurs with the request, the supervisor will contact the Investigative Division Commander or the Investigations Bureau Director to request the examination.

- C. All other requests for examinations will be made to the Professional Standards Unit Commander.

- 1. The Professional Standards Unit Commander will accept requests for pre-employment examinations only from the Police Academy unless otherwise instructed by the Staff Support Division Commander.

- 2. The Professional Standards Unit Commander will assign each request to an examiner, who will be responsible for scheduling the test with the subject and conducting the examination in a manner consistent with their training and the law.

- 3. To the extent practical, the Professional Standards Unit Commander will assign examinations so that the truth verification examination workload for all examiners is equal.

- D. Once the examination has been completed, the examiner will return the file to the Professional Standards Unit Commander, along with a memorandum reporting the results.

- 1. The Professional Standards Unit Commander will then return the file to the requesting person.

- 2. The Professional Standards Unit Commander will maintain a log indicating by signature each time he receives or transfers an information file related to a truth verification examination.

- E. In pre-employment examinations, examiners will follow the approved format of questions. In criminal cases, examiners will formulate the questions based on their training and the specifics of each case.

- F. Except as allowed by the operator's training and NITV standards regarding the conducting of proper examinations, multiple truth verification tests of the same subject, by either the original or other examiners, will not be performed when based solely on the requesting party's awareness of the results of a previous test concerning the same subject matter. Examiners shall immediately report such requests to the Professional Standards Unit Commander, who will notify the Chief of Police.

- G. Truth verification examinations conducted on department personnel will conform with section VII D of general order 50.5, as well as with any applicable memorandum of understanding.
- H. Department truth verification operators should report any problems relating to the administration of truth examinations to the Professional Standards Unit Commander in memorandum form.