	KANSAS CITY MISSOURI POLICE DEPARTMENT		DATE OF ISSUE	EFFECTIVE DATE	NO.
	<b>PROCEDURAL INSTRUCTION</b>		10/07/2025	10/07/2025	25-06
SUBJECT				AMENDS	
Arrest Procedures - Possession of Controlled Substance					
REFERENCE			RESCINDS		
RSMo. Chapter 195 PI: Records Management System (RMS); Recovered Property Procedures; Internal Recorded Digital Media Records PPBM: On-Duty Exposure to Communicable Diseases and Physical Health Protection			PI 13-6		

## I. INTRODUCTION

This Procedural Instruction establishes guidelines for officers to follow when suspected controlled substances are recovered. A controlled substance is any drug, substance, or immediate precursor listed in Section 195.017, Missouri Revised Statutes.

## II. PROCEDURE

- A. Possession of controlled substance charges (federal or state) will be pursued only when controlled substances are recovered subsequent to a lawful arrest, search, or seizure.
- \*B. The Drug Enforcement Unit (DEU) will handle arrests in possession of a controlled substance unless the primary investigative element hierarchy would take precedence, e.g., homicide, robbery, gang, etc.
- C. All substances will be documented in accordance with the current written directive entitled, "Records Management System (RMS)." All substances will be recovered in accordance with the current written directive entitled, "Recovered Property Procedures."
- \*D. The TruNarc device will be the only tool used for testing a controlled substance, unless otherwise approved.
- E. Designated personnel will be trained and authorized to conduct field testing.

## III. TABLE OF ANNEXES

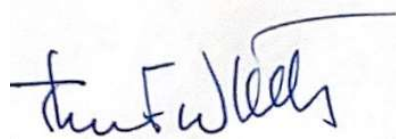
This directive has been arranged in annexes to address the various areas of responsibility relating to possession of controlled substance charges and/or recovery.

- Annex A      Testing of Suspected Controlled Substances
- Annex B      Investigation Arrest Procedures
- Annex C      Warrant Application Procedure



Stacey Graves  
Chief of Police

Adopted by the Board of Police Commissioners this 23<sup>rd</sup> day of September, 2025.



Thomas Whittaker  
Board President

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## TESTING OF SUSPECTED CONTROLLED SUBSTANCES

- \*A. To ensure the safety of members when handling of illegal or otherwise unknown controlled substances when conducting field testing, members will adhere to the following procedures:
1. Members will ensure they are taking the necessary precautions testing controlled substances.
    - a. Members will make every effort to wear disposable Nitrile gloves when searching people or vehicles and will wear them when handling a controlled substance.
    - b. Any member field testing powder substances should refrain from testing in an enclosed area (e.g., vehicle).
  2. In a case of a possible skin exposure, members will immediately notify Emergency Medical Services (EMS) and wash the affected area with soap and water. **Do not** use alcohol-based wipes to clean the skin.
    - a. A sergeant will be notified and respond to the scene.
    - b. The incident will be documented as outlined in current written directive entitled, "On-Duty Exposure to Communicable Diseases and Physical Health Protection."
- \*B. The TruNarc device will be used to complete a field test, when applicable.
1. The initiating officer should observe the field test to ensure the integrity of the recovered substance from the time of initial recovery through final disposition of the substance into the appropriate property and evidence storage area.
  2. Upon request by the initiating officer, department members authorized to perform field testing will:
    - a. Utilize the TruNarc test while adhering to the training to determine if the substance meets the criteria.
    - b. Determine if the substance was obtained subsequent to a lawful arrest, search, or seizure.
    - c. Visually examine the suspected controlled substance to determine if it appears to be methamphetamine, fentanyl, or cocaine/crack, etc.

NOTE: PCP may only be tested by the Kansas City Police Crime Laboratory personnel.

- \*d. If only a trace amount of controlled substance exists, no field test will be completed.
  - e. If the substance is unable to be field tested, contact DEU for further instructions.
- \*3. The initiating officer will:
- a. Prior to packaging, weigh the substance.
  - b. Recover **all** powdered substances in a kapak.
  - c. Recover the substance in accordance with current written directive entitled, "Recovered Property Procedures."
  - d. Place a red sticker on the kapak (heat sealed bag) for a positive test with the member's initials, serial number, and substance identified.
  - e. If the substance was **not** obtained due to a lawful arrest, the substance will be recovered in accordance with current written directive entitled, "Recovered Property Procedures" requesting that the substance be destroyed.
  - f. Upon proper packaging and recovery, place all unknown substances believed to be contraband, e.g., white powder, clear crystal, or black tar substances in the TruNarc bin.
  - g. Forward a copy of all applicable reports to DEU.
- C. No liquid substances will be field tested. Liquid substances will be recovered at the direction of DEU and forwarded to the Kansas City Police Crime Laboratory for analysis.
- D. Members are to utilize the website [www.Drugs.com](http://www.Drugs.com) for assistance with identifying prescription drugs. Contact DEU personnel afterward for further instructions.
- E. Upon notice of a negative field test result, the initiating officer will:
- 1. Recover the substance in accordance with current written directive entitled, "Recovered Property Procedures."
  - \*2. Place a green sticker on the kapak for any substance that did not obtain a positive test for further analysis.
  - 3. Release the subject, if no other probable cause for arrest exist, and advise that any charges are being deferred pending the results of laboratory analysis of the substance.

\*F. Fentanyl

1. Members will recover any substance believed to be Fentanyl in a kapak and then seal it within a larger kapak.
2. Members will ensure that any stapled items will only perforate the exterior kapak.
3. Members will notate "Possible Fentanyl" on the kapak anytime an item is recovered and suspected to be Fentanyl or has Fentanyl residue on it.

G. A member who discovers an unknown substance which is not contained within a package, and has reasonable suspicion the substance is contraband, should secure the scene and contact a DEU detective for further instruction.

H. In the event a DEU detective must respond and recover an unpackaged substance from a scene, members are to remain cognizant that the length of the detention must be objectively reasonable to complete the purpose of the stop and with the least intrusive means available.

**INVESTIGATION ARREST PROCEDURES**

- A. Upon recovery of a suspected controlled substance, the initiating officer will:
1. Request an authorized department member to respond to the scene for field testing. If the suspect is under arrest for another charge, the suspect and substance may be transported to another location for field testing (e.g., Detention Unit, location of authorized tester, etc.). Contact DEU for further instructions if the substance is unable to be field tested.
  2. Discuss the circumstances of the case with the department member authorized to perform field testing to ensure that the substance was recovered subsequent to a lawful arrest, search, or seizure.
  3. Notify the on-call DEU detective from the scene to discuss the circumstances of the case and receive approval for all state arrests.
    - a. If the detective is not satisfied that the substance was recovered subsequent to a lawful arrest, search, or seizure, the detective will advise the member to recover the substance so that the substance can be destroyed.
    - b. The member will forward a copy of all associated reports to DEU.
  4. When narcotics are discovered in multiple locations, ensure that each item is field tested, recovered, and packaged separately.
- B. The minimum amount of a controlled substance must meet the following criteria for state prosecution in all counties within the city limits of Kansas City, Missouri:
- \*1. Cocaine/crack, methamphetamine, fentanyl, ecstasy, heroin, PCP, GHB, LSD in any measurable amount.
  2. Other suspected controlled substances contact DEU personnel for instructions.
- C. Upon notice of a positive field test result, the initiating officer will complete the summons for probable cause, if applicable, or obtain an Investigation Arrest Approval, Form 176 P.D (Form 176 P.D.). In cases where a Form 176 P.D. is required, the member will:
1. Contact the on-call DEU detective or the primary investigative element (when applicable) for investigation arrest approval unless the persons involved are known gang affiliates, then the on-call Gang Intelligence Squad detective should be contacted.

2. Request a field supervisor to sign the Form 176 P.D. If a field supervisor is not available, contact an on-duty Violent Crimes Division supervisor, or designee, for the Form 176 P.D. approval signature.
  3. In cases involving juveniles, contact DEU for further instructions.
- \*D. The initiating officer will complete all applicable reports. The narrative of the report(s) should include, but not be limited to, the following information:
1. All statements of the circumstances providing the basis for the probable cause arrest, search, or seizure, which led to the recovery of the suspected controlled substance.
  2. The location where the controlled substance was located to include multiple locations, when applicable.
  3. Name, rank, and serial number of the member who conducted the field test, when applicable.
  4. Location, date, and time of the test.
  5. TruNarc device serial number.
  6. Self-Check Scan(s) number.
  7. Evidence Scan(s) number.
  8. Property item number.
  9. Item description.
  10. Name, rank, and serial number of all other responding personnel.
  11. Approximate weight of the substance.
    - a. Any reference to the weight of the substance should be expressed as an approximate weight.
    - b. Substances should be left in the original packaging for weighing purposes.
  12. Result of the field test, if completed. For a positive test result, the report must include the following phraseology:

“(Tester’s name, and serial number), who is trained and certified on the TruNarc device, conducted a presumptive test of the recovered substance using a TruNarc device, which indicated (results of the test).”

13. If a field test was not conducted, the report must include the following phraseology:

“The recovered substance was not field tested due to (reason why the substance was not field tested),” or “The recovered substance was not field tested as instructed by Drug Enforcement Unit personnel (detective’s name).”
  14. Disposition of the arrest, including summons number(s), booking number(s), or disposition of the juvenile, if applicable.
  15. Any digital recording will be held and documented in accordance with written directive entitled, “Internal Recorded Digital Media Records.”
- E. Cases involving juvenile suspects will be documented in the same manner as with an adult suspect. DEU will be contacted and a report completed titled, “Possession of Controlled Substance.”
- F. DEU will be responsible for final disposition of all investigation arrest cases for possession of controlled substances. Upon receipt of the laboratory report, DEU personnel will take the appropriate action for the disposition of the case.



**WARRANT APPLICATION PROCEDURE**

- A. A federal or state arrest warrant application may be processed when the laboratory report confirms:
  - 1. The presence of a controlled substance, e.g., liquid substances.
  - 2. The presence of methamphetamine, fentanyl, or cocaine/crack, etc., in a sample which tested negative in the field test or in a sample not subjected to field testing (e.g., trace amounts, search and seizure, sick or injured arrest taken to the hospital, etc.).
- B. DEU will be responsible for processing federal or state warrant applications in cases involving laboratory confirmation of the following:
  - 1. Any controlled substance meeting or exceeding the minimum amount required for state prosecution. If charges have already been filed for possession of a controlled substance as a result of a positive field test, DEU personnel will evaluate the case to determine if additional charges or the pending charges should be pursued.
  - 2. Any controlled substance meeting or exceeding the minimum amount required for state prosecution which tested negative to field testing or was not subjected to field testing.
- C. Special Investigations Division (SID) personnel will process federal or state warrant applications on cases submitted by their division.