

POLICY AND PROCEDURE PERTAINING TO RESIDENT ELOPEMENT/MISSING RESIDENT

POLICY

To establish an organized approach to search for a resident who is potentially missing and to ensure that if a resident is found to be missing that the appropriate authorities are notified.

PROCEDURES

Time is of the essence when it is suspected that a resident is missing. When a staff member suspects that a resident may be missing, the Missing Resident Alert will be issued immediately.

Missing Resident Alert process: to be implemented immediately by the DSP or staff that discovers the resident is missing

- The resident sign out log shall be checked to determine if the resident has been taken out of the community by family members
- Staff will initiate a systematic room by room search of all common area rooms and resident apartments (including bathrooms, stairwells and closets) in the entire community until the resident is located or until it is determined that the resident is not physically in the building.
- Staff will begin search the immediate grounds for the missing resident. If the search of all rooms and the immediate grounds fails to locate the missing resident the following will be initiated:
 - Notify RN/Manager On Call
 - Notify all family members to be sure they are not with family or enlist in help with the search.
 - Staff to search the immediate neighborhood in each direction, either by foot or by car checking parked cars, bushes, walking paths and alongside the roadways.
 - Notify police if the immediate search does not provide results; inquire if a resident has been turned in lost.
 - Prepare a picture of the resident and a description of what they were wearing and when they were last seen to the police.
 - Notify other applicable persons such as the owner, corporate or regional staff. Once resident is found the RN/Manager On call
 - Notify the family.
- Complete a physical examination to determine if medical attention is necessary.
- Document event in the resident's care record
- Notify the resident's physician of the event if resident was exposed to extremes in heat or cold or lack of water or food that could place them at risk for adverse health outcomes.
- Initiate a GER.
- Investigate the incident to determine the cause or contributing factors.

Clinical Nurse Supervisor will:

- Assess resident for further elopement risk.
- Implement elopement risk interventions.
- Provide direction to caregiving staff via GER and/or resident's service plan.

If resident is not found the RN/Manager On Call will:

- Notify State reporting agencies
- Notify the Community Services Director and Director of Operations as applicable for direction regarding:
 - How to handle media inquiries.
 - How to handle family concerns.

RELATED POLICIES/REFERENCES FORMS GENERAL EVENTS REPORTS