

Manual:	Emergency Preparedness Manual	Reference No.:	005010.00
Section:	Code Yellow – Missing Resident		
Subject:	Missing Resident Plan		

POLICY:

It is the policy of APANS Health Services to ensure appropriate information is readily available for searchers and that all staff will know what to do in the event a resident is missing.

A Missing Resident Plan:

- ◆ Ensure a system is in place to readily identify and coordinate information regarding residents at risk for wandering.
- ◆ Include a search missing resident kit prepared to be given to police in the event an external search is required.
- ◆ Include education program to advise staff, volunteers, families of the issue of wandering residents and inform of actions to be taken in the event of a missing resident.

A Search Kit will be located at 1st Floor Nursing Station - Communication Centre and will contain:

- ◆ Flashlight and batteries (5)
- ◆ Notepads
- ◆ Post-it notes
- ◆ Pens, highlighters and markers
- ◆ Floor Plans indicating search areas
- ◆ Missing Person incident report procedure
- ◆ Maps and photos of grounds indicating search areas and highlighting areas of high probability for residents to wander.
- ◆ aerial photos or topographical maps

Staff Education:

- ◆ How to react when a resident is showing exit seeking tendencies
- ◆ How to react appropriately during a missing person incident by following a set procedure.
- ◆ How to conduct a Search for a missing resident
- ◆ How to respond to at risk residents through behavioral intervention
- ◆ How to document wandering incidents

Additional References/Related Policies:

Refer to Identification of Wandering Residents Policy, Nursing Manual