

15.2	Preventing/Reporting Injuries/ Line-of-Duty Serious Injury/Line-of-Duty Death
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15.2.1 Definitions

- *Line-of-Duty Death* – The death of a deputy by felonious or accidental means during the course of performing law enforcement functions while on- or off-duty.
- *Survivors* – Immediate family members of the deceased deputy, to include spouse, children, step-children, parents, step-parents, siblings, fiancé, and/or significant others.

15.2.2 Universal Precautions

Using *Universal precautions* is an approach to infection control which assumes that all human blood and human body fluids are treated as if known to be infectious for blood borne pathogens. All employees will adhere to the principle of universal precautions and attempt to prevent or minimize their exposure through accepted practices. These practices will be periodically taught in training. They include cleansing contaminated materials and body parts with antiseptic/disinfectant solutions, utilizing sharps containers for unpackaged hypodermic needles, and wearing gloves and other personal protective equipment when available. Employees should be particularly careful when engaging in cardiopulmonary resuscitation, curtailing an assault, prisoner searches, evidence handling, and medical emergencies involving blood loss.

15.2.3 Vaccinations

Employees are offered free *Hepatitis B* vaccinations through the Anne Arundel County Health Department.

15.2.4 Prisoner Injuries

The Sheriff's Office is bound to safeguard prisoners in departmental custody. This obligation extends to facilitating medical treatment. Any prisoner who requests medical treatment is to be transported to a medical facility as soon as practicable. This treatment shall be provided before the prisoner is turned over to any other criminal justice agency. If a prisoner has already been committed to a

detention facility, subsequent responsibility for the prisoner (e.g., hospital security) is to be assumed by the commitment agency.

15.2.5 Obligation to Act

Employees are obligated to take cursory action in any emergency (e.g., contacting appropriate emergency response agencies). All Office employees shall employ life support measures in a medical emergency in a manner consistent with their training and level of competency.

15.2.6 Reporting Employee Injuries, Death, Multiple Persons Hospitalized

Any injury sustained by an employee acting in an official capacity, or a person in their custody, is to be immediately reported via Chain-of-Command, even if medical treatment is refused.

According to the Anne Arundel County Risk Management Division, the Maryland Occupational Safety and Health Standards require employers to report the following immediately and directly to Risk Management:

- an occupational fatality;
- an incident where three (3) or more employees are hospitalized (admitted for an overnight stay), and;
- any death that occurs at work as a result of a heart attack.

In the instances listed above, the report must be submitted within eight (8) hours, including after normal working hours, weekends, and holidays. To accomplish this requirement, Risk Management must be notified whenever a reportable incident has occurred. During normal working hours, this can be accomplished by calling Risk Management at 410-222-7630. After normal working hours, on weekends, and holidays, this can be accomplished by calling 410-533-1529.

The following information should be provided: 1) location of incident; 2) time of incident; 3) number of fatalities or/or hospitalized employees; 4) names of employees, if available; 5) contact person and phone number, and 6) brief description of the incident.

In incidents of the above-listed scenarios (occupational fatality, multiple persons hospitalized, or death at work as a result of heart attack), and for any other type of injury, supervisors must complete a STARS report and forward that to Risk Management. An Anne Arundel County *First Report of Injury* form, a Sheriff's Office *Incident Report*, a *copy of the STARS report*, and other applicable documentation are to be completed and forwarded up the chain-of-command. In

the absence of an employee completing their own report, due to an incapacitating or similarly serious injury, the employee's supervisor will complete and submit this documentation, detailing to the best of his/her knowledge the cause of the injury and the current medical condition of the subordinate. In addition to actual injuries, employees will also submit a *First Report of Injury* when there has been known or suspected contact with a poison or blood borne pathogen.

15.2.7 Other Notifications for Line-of-Duty Serious Injury or Death

The name of the injured or deceased deputy shall not be released to the media or other parties before family/survivors are notified and permission has been granted by the Sheriff and/or Chief Deputy.

It is the policy of the Office to provide liaison assistance to the immediate survivors of a deputy who dies in the line of duty or who is seriously injured. The Office is to take all possible measures to accommodate the needs, wishes, and desires of the family members and survivors, but deputies should not make promises to the family that they are not sure can be met.

15.2.8 Office Liaison

The Chief Deputy will act as the Office liaison and facilitate interaction between the family and the Sheriff's Office. The Chief Deputy will expedite tasks employing office resources and the delegation of assignments. These duties include the following:

- Sending a teletype announcing the death of the deputy.
- Providing oversight of travel and lodging arrangements for out of town family members.
- Identifying alternative churches and reception halls that will accommodate the law enforcement funeral. Those alternatives will be presented to the family who will make the final determination.
- Coordinating all official law enforcement notifications and arrangements to include the honor guard, ceremonial funeral, traffic control, and visiting law enforcement agencies.
- Providing a twenty-four hour a day security presence at the home of the spouse or significant others, if provided, from the time immediately following the incident.

- Coordinating all statements and press conferences concerning the incident. The family should not have to personally deal with the stress of media inquiries.
- Filing workers' compensation claims and related paperwork to ensure all bills go to the Office and not the family.
- Presenting information on all benefits available to the family, including: life insurance, accidental death and dismemberment insurance, long term disability benefits, social security, salary due, and documenting inquiries and interest in public donations to the family and establishing a mechanism for receipt of such contributions.
- Preparing all documentation of benefits and payments due survivors to include the nature and amount of benefits to be received by each beneficiary, the schedule of payments, and the name of a contact person at each benefit or payment office.

There are public benefits to which beneficiaries of law enforcement officers killed in the line of duty are entitled. They include those offered by:

- United States Department of Justice
Bureau of Justice Assistance
Public Safety Officers' Benefits Program
810 Seventh Street, NW
Washington, DC 20931
1-888-744-6513
- Maryland Department of Public Safety & Correctional Services
Plaza Office Center, Suite 206
6776 Reisterstown Road
Baltimore, MD 21215
410-585-3010

15.2.9 Protocol for Line-of-Duty Death

Deputies attending the funeral of a deceased law enforcement officer will dress in Class A uniform with only the badge, name plate, rank insignia, and official Office awards worn.

Black tape/ribbon will be worn over the badge immediately upon the death of a deputy of this Office and will continue to be worn for the next thirty (30) days.

Tape/ribbon will be worn over the badge immediately upon the death of an officer of another law enforcement agency until the burial of the officer.

Deputies attending funerals involving deputies/officers from jurisdictions outside of Anne Arundel County will wear tape/ribbon over the badge while attending the funeral, and it will be removed immediately after the burial of the deputy/officer.

The Chief Deputy, or a designee, will solicit approval from the Governor for the lowering of State flags. Flags should be flown at half-mast for the thirty (30) days following a line-of-duty death.