



EMERGENCY NOTIFICATIONS & HAZARDS

INDEX CODE: 1651
EFFECTIVE DATE: 10-22-08

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I. EMERGENCY REPAIRS & ESSENTIAL SERVICES

On occasion it becomes necessary to notify/request personnel from various areas of expertise to assist with hazardous situations that may be out of the scope of the Police Department (e.g., State Highway Administration, County Department of Public Works, public utilities). When the need exists for these personnel, notification will be made via the Communications Section, upon request from the officer on the scene.

II. MEDICAL EXAMINER

See Index Code 1802 for procedures on notifying the medical examiner and arranging for the removal of dead bodies.

III. NEXT -OF-KIN NOTIFICATIONS

In cases where an individual has died or has become seriously ill or injured, the *supervisor* will *arrange for* the individual's next-of-kin *to be* notified promptly, and in a considerate manner. The *supervisor* and the P.I.O. will make every effort to ensure the notification is made before the individual's name is released to the news media.

By nature, death notifications can be extremely difficult. Our involvement usually entails informing family members that a loved one has been tragically killed or otherwise died unexpectedly. Reactions can range from calm disbelief to violent outburst, and occasionally require emergency medical attention for cardiac or other stress related illnesses. Officers must exhibit the utmost compassion and sensitivity, while also being prepared to cope with the full range of potential responses. For that reason, every effort should be made to have at least two officers, to include a supervisor when possible, or his/her designee present when making a death notification. Such notifications should be made in person. Whenever possible, assistance should be obtained from the Mobile Crisis Team, a clergy member, or relative or friend of the next-of-kin. When the victim has been taken to a hospital, the officer making the notification will arrange transportation for the next-of-kin if so requested. If the next-of-kin is located outside Anne Arundel County, the officer will request that the local law enforcement agency make the notification, and will provide sufficient details to enable this, including a telephone number where the investigating officer can be reached.

Requests from other agencies to make such notifications in Anne Arundel County will be arranged by the *supervisor* where the next-of-kin resides or is located. *Such notifications should be made in person. Every effort should be made to have at least two officers, to include a supervisor when possible, or his/her designee.* Before making the notification, the *supervisor or designated* officer(s) will obtain the name and telephone number of the person making the request. *Whenever possible, assistance should be obtained from the Mobile Crisis Team, a member of the clergy, or a relative or friend of the next-of-kin.*

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When the Communications Section obtains a request for a death or other sensitive notification, unless it is extremely urgent, Communications will not relay this information over the air. Instead, the dispatcher will request that the supervisor or his/her designated officer advise a phone number where they can be reached as soon as possible for a notification. Should the supervisor or designated officer not wish to relay the phone number over the air, (e.g. personal cell phone); the supervisor or designated officer may call the supervisor's console, (ext. 8619 or 8620), to receive the necessary call information.

IV. NEWS MEDIA

Procedures for notifying the news media of law enforcement events are covered in Index Code 2420. Communications will inform the news media of traffic congestion or detours resulting from traffic accidents, if the Public Information Office is not available.

V. POLICE HAZARDS

A police hazard is any situation, person, property, or place that may create or contribute to an incident calling for some police or law enforcement action. Information regarding current and ongoing hazards will be passed on to all affected personnel over the police radio, by telephone, and by placing the information on the Hot Sheet, as appropriate. New information on the hazard, or cancellation of the hazard notice, will be disseminated in a similar manner as it becomes available.

VI. PROPONENT UNIT: Patrol Services Bureau.

VII. CANCELLATION: This directive cancels Index Code 1651, dated 07-01-07 and Written Directive Memorandum 02-022, dated 05-10-02.