

Locating a Wandering or Missing Resident (Code Yellow)

Section

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POLICY

The home shall have a plan in place to address and or mitigate the risk of wandering or missing residents. Every effort must be made to minimize this risk in order to keep all residents safe at all times.

Procedure

- The home shall incorporate a complete door locking and alarming system of all critical doors, exit doors for floors and exterior exit doors. This system shall be maintained by in house maintenance and by contracted professional companies who specialize in home security equipment.
- The home shall continuously monitor wandering residents to know there whereabouts at all times for their safety.
- In the event that a resident is missing the following shall be initiated;
 - The charge nurse shall announce "CODE YELLOW" and name of resident over the P.A. system to alert all staff.
 - All staff must report to the nursing station (where resident resides).
 - The charge nurse will organize staff to check all bedrooms, washrooms and all other areas of the entire building. The Administrator and DON shall be notified.
 - If resident is not found inside the building within 2 minutes, the charge nurse will ask staff to look outside the facility on the Home's property. Depending on how many staff are on duty the outside of the building should be checked first if the resident is known to have a history of exit seeking and walking off the property.
 - The charge nurse or supervisory staff shall contact the police department if not found outside. The backyard must be checked carefully as well as the north side of the building and the parking lot.
 - Registered staff must keep notes to document times of disappearance and discovery of resident; as well results of the search and time the police were contacted.
 - Notify the resident's family to inform them in a reassuring manner that the resident is missing and that the building and grounds have been searched with no results. Inform them that the police have also been contacted.
 - Document all activities as close to the time of action as possible.
 - No staff on duty shall leave the home's property to search for missing residents. If it has been established that the resident is not on the property the police must be notified immediately.

- If the police arrive at the facility or the media for this event, only the administrator or designate shall communicate with them.
- Upon return of the missing resident, notify police and family members.
- Upon return of the missing resident the charge nurse shall do a head to toe assessment. A readmission form must be filled out as well as an incident report. The attending physician will be notified to review the resident as soon as the resident's condition requires.
- MOHLTC will be notified by the CIS system. This will be completed by the DON or Administrator.
- A review of the event shall be done by the Administrator and Management team to see if the event could have been prevented or what can be done to mitigate reoccurrence. Documentation shall be file with the incident report.

Management Authorization <i>Shane O'Leary</i>		Effective Date: December 14, 2009	
<i>Dahlia Burt-Gerrans</i> Dahlia Burt-Gerrans Internal Approval		Revised Date: February 16, 2018	
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Administrator		Title	