



MYRTLE BEACH POLICE DEPARTMENT

ADMINISTRATIVE REGULATIONS AND OPERATING PROCEDURES

Subject: *Project Lifesaver Program*

Number: *706-A*

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Rescinds: *706 – Project Lifesaver Program*

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Approved By:

PURPOSE

To outline the Myrtle Beach Police Department's role in conjunction with the Horry County Police, Horry County Emergency Management Division and the Autism Society of South Carolina in the Project Lifesaver Program. Project Lifesaver utilizes state-of-the-art technologies to supplement emergency service response to "lost and wandering" individuals with Alzheimer's, Autism, Down Syndrome and Related Mentally Dysfunctional Disorders.

PROCEDURE

1. PROJECT LIFESAVER

- A. Project Lifesaver is an officially endorsed function of this agency. All personnel on the project Lifesaver team will be trained on the use of the **Osprey VHF Receiver**. They will be responsible to respond when called out to help search and locate clients of the program. The department will provide team members and equipment in support of Horry County PD when requested.

2. ORGANIZATION OF THE PROJECT LIFESAVER PROGRAM

- A. A **Supervisor Designated by the Chief** will act as coordinator for all Project Lifesaver responses, training, staffing and act as our representative on the Horry County Committee. He/She will receive client information from the County program administrator and insure that all pertinent information is entered into the CAD system on clients residing in Myrtle Beach. The

coordinator will maintain all team equipment in proper working order, ensuring that new and replacement equipment is ordered when needed.

- B. Horry County Emergency Management Division will act as the lead agency in the Project Lifesaver Program. County 911 will maintain a database of all clients and caregivers and will be responsible for disseminating this information in a timely and efficient manner to all team members in the event of a call out. The County Project Lifesaver Coordinator will be responsible for the enrollments of all clients into the program, maintaining files on the clients and insuring information is kept updated in the 911 system. The County Coordinator will provide all pertinent data to the MBPD coordinator for clients residing in the city limits of Myrtle Beach.
- C. The Autism Society will be the lead agency for client recruitment, education and monthly maintenance checks of the transmitters issued to the clients.
- D. The Support Services Division will be responsible for maintaining a Project Lifesaver Data base within the CAD system.

3. SELECTION OF PROJECT LIFESAVER TEAM MEMBERS

- A. Each shift Sergeant, to include Traffic and Beach Patrol, will submit a minimum of 1 supervisor and 2 officers for assignment to the Team. Ideally they should include personnel assigned to different brackets. Volunteers should be considered first.
- B. Minimum requirements for team selection:
 - 1) Must have one year with the Department.
 - 2) No written reprimands within the past year.
- C. Submissions will be submitted through the respective Lieutenant and endorsed by the Patrol Division Captain who will forward his selection to the project coordinator to schedule initial training.
- D. Storage of **Osprey VHF Receiver**: The **Osprey Receiver and Equipment** will be stored in the key box of the main briefing room. A log will be attached to the locator. Call out of the locator will be documented on the sign out sheet in the key box. If the locator is removed for maintenance or training the log will be annotated and a phone number where the person in possession of locator can be immediately contacted included.

4. TRAINING FOR PROJECT LIFESAVER

- A. Each team member will receive 8hrs of initial training conducted by the project coordinator or his designee (must be a Project Lifesaver certified instructor).
- B. Each team member will receive 4 hrs of recertification training annually.
- C. It will be the **Program Supervisor's** responsibility to ensure that both initial and recertification training sessions are completed annually.

5. CALL OUT PROCEDURES

- A. The success of the Lifesaver Program is predicated on rapid response. The chances of an early find increase exponentially by adding additional care trak units to the search. There are two ways by which we will become involved in a Lifesaver Operation. The following procedures apply:
 - 1) Calls for service will be received from the County 911 center. In the event Dispatch receives a direct request for service they will immediately notify County 911.
 - 2) If the call out pertains to a client residing in or missing from the City of Myrtle Beach the Myrtle Beach Police Department will be the lead agency in the response and will dispatch a team member and a supervisor to the scene. Myrtle Beach Police Department will immediately request support from the Horry County Lifesaver Team so they can begin responding to the scene. The patrol supervisor will be the on-scene Commander. The senior Myrtle Beach team member will direct the Lifesaver operation and communication with responding County units. These units will be on a channel accessible by both jurisdictions.
 - 3) If the call out pertains to a request for support from Horry County, Dispatch will immediately notify the supervisor on duty who will assign an on duty team member to respond. The Myrtle Beach unit will respond under the direction of the senior County team member on scene.
 - 4) In the event a search has been in progress for more than 30 minutes the Incident Commander will mobilize additional resources to assist in the search. This shall include, but is not limited to:
 - a. Additional personnel from Myrtle Beach Police Department
 - b. Additional personnel from other agencies.
 - 5) Under no circumstances will a search end until all reasonable efforts to find the client have been exhausted. A decision to terminate the search rests with the Patrol Division Captain or his designee.

6. POST SEARCH PROCEDURES

- A. Upon locating the missing client the Incident Commander will determine the appropriate means of transporting the client home. EMS should be contacted to determine if medical care is required.
- B. A Special Report will be completed and a copy forwarded to the Program Supervisor.