

 <b>NORFOLK</b> Department of Police	<b>Operational General Order – OPR 745: Hospitals and Psychiatric Facilities</b>		
	Office of Preparation: Office of Support Services (mar)		
	CALEA: 70.3.2		
LEGAL REVIEW DATE:	3-13-2018	PRESCRIBED DATE:	03-26-18
City Attorney:	Jack E. Clood	City Manager/Director of Public Safety:	James Lee Smith
APPROVED BY THE AUTHORITY OF THE CHIEF OF POLICE:		[Signature]	

**Purpose**

The purpose of this order is to outline the procedures for conducting business in hospitals, medical, and psychiatric facilities.

**Policy**

Members of the Norfolk Department of Police will exercise caution while safeguarding the lives of the public, themselves, and fellow officers on the premises of hospitals, medical, and psychiatric facilities. Officers will follow the guidelines herein and, as the environment demands, take proper precautions with the use of white lights on hospital grounds at night.

**Supersedes:**

1. G.O. OPR-745 dated May 14, 2009
2. Any previously issued directive conflicting with this order

**Order Contents:**

- I. General
- II. Prisoners
- III. Weapons
- IV. Parking in SNGH Emergency Ambulance Parking Area

I. General

- A. Police officers on official business will report to the facility's security office or the central admissions office and state the purpose of their business, unless circumstances exist such as those described in Section II., III.A.1., or III.A.2.
- B. A security officer may be contacted to accompany an officer while the officer is conducting police business. If an officer needs to interview a patient, a security officer may also be contacted to obtain a clearance from the nurse or physician-in-charge of the patient, if necessary.
- C. To ensure the health and safety of a patient, officers who are required to interview or arrest a patient in an emergency room will make arrangements with the attending physician or nurse prior to conducting business.
- D. Officers will not be utilized to restrain patients or to assist in administering medication to patients unless a citizen, hospital employee or patient is in imminent danger of death or serious bodily injury.

II. Prisoners

Police officers will use the ambulance entrance, not the walk-in entrance of an emergency room, when transporting prisoners to hospitals for treatment. Officers will go to the admitting section of the emergency room and inform the staff of the officer's and prisoner's arrival. The medical assessment will be completed in the privacy of a patient cubicle treatment room rather than the main entry of the emergency room where the prisoner is visible and accessible to individuals in the waiting room. (CALEA 70.3.2)

III. Weapons

- A. Officers will carry their weapons when:
  - 1. Dispatched to a hospital or psychiatric facility on a call for service relating to an incident occurring at the facility.
  - 2. Transporting unruly or potentially violent patients to a hospital or psychiatric facility.
  - 3. Entering any medical facility, either in uniform or civilian clothing, for any other purpose, except when entering psychiatric facilities or centers, as outlined in Section III.B.
- B. Officers will not carry their weapons when entering any psychiatric section of a medical hospital or any psychiatric hospital or facility, unless circumstances exist such as those outlined in Section III.A.1 or III.A.2.

Officers may store their weapons in a psychiatric center's weapons locker if available or with the security office of the facility. In the absence of this, officers will lock their weapons in the trunk of their police vehicles.

IV. Parking in SNGH Emergency Ambulance Parking Area

The Sentara Norfolk General Hospital Emergency Ambulance Entrance is directly next to the helipad, and as a result, vehicle headlights and emergency lights easily shine onto the helipad area. It is possible for the white lights to hamper a pilot's night vision and cause temporary blindness. Because of this, officers are instructed to restrict the use of white lights as much as possible when parking in this area.