



DEPARTMENT: Participant Services	POLICY AND PROCEDURE DESCRIPTION: Exterior Door Audible Alerts and Elopement Response
PAGE: 1 of 2	REPLACES POLICY DATED: N/A
DATE: 10/31/2018	RETIRED: N/A
APPROVED: 10/31/2018	REFERENCE NUMBER: N/A
EFF. DATE: 10/31/2018	LAST REVISED/REVIEWED DATE: N/A

SCOPE: All George G. Glenner Alzheimer's Family Centers, Inc.®
PURPOSE: To ensure that each Adult Day Program (ADP) and/or Adult Day Health Care Center (ADHC) has established exterior door audible alerts and an elopement response procedure in place.
<p>POLICY: This Adult Day Program (ADP) and/or Adult Day Health Care Center (ADHC) provides care and services for participants diagnosed with Alzheimer's disease and other related dementias.</p> <p>Due to cognitive decline associated with the diagnosis, all participants are considered to be a potential exit seeking risk.</p> <p>Audible alerts have been installed on exterior doors to alert Staff of potential Participant exit seeking behavior.</p> <p>Elopement is defined as an <u>unwitnessed</u> departure <u>from the premises of the building</u>.</p>
<p>PROCEDURE:</p> <ul style="list-style-type: none"> ▪ All exterior doors must have an audible alert device installed. ▪ Audible alert devices on exterior doors must be tested and logged as functional <u>on a daily basis</u> by the Program/Center Director or their designee. This log will be kept on file with the Program/Center Director. ▪ Any audible alert device on any exterior door found to be not functional, must be repaired or replaced immediately. Staff will report any safety issue with any exterior door immediately to their supervisor. ▪ No exterior doors may be propped open at any time for any circumstance.



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- Should an audible alert be heard, employees must immediately respond and clear the alert. Clearing the alert is defined as determining the exact cause of the audible alert and communicating that if a participant was exit seeking that they have been redirected. Should the cause of the audible alert be unable to be immediately determined, a complete participant count must be initiated immediately for the Center. **“IF YOU HEAR IT, CLEAR IT!”**
 - As an additional safety measure, a complete participant count will be conducted **twice per day** to ensure that all participants are accounted for. The participant count will be compared to the Participant Daily Sign-In Sheet. This count will occur at 11:00 AM and 3:00 PM each day. A record that this participant count occurred will be documented on the Participant Daily Sign-In Sheet by the Program/Center Director or their designee.
 - Should an actual elopement occur, as defined above, and the participant cannot be immediately located, the following immediate response will occur until the participant is located:
 - Immediate call to 911 with complete description and photograph of participant available.
 - Immediate call to family and/or responsible party.
 - Immediate search initiated of surrounding area.
 - Immediate notification to Center Administrator.
 - Notification to licensing.
 - All elopements incidents will be referred to the Quality Assurance (QA) Committee for a complete review.
- REFERENCES:** QA Meeting Agenda