ASPR TRACIE Technical Assistance Request

Request Receipt Date (by ASPR TRACIE): 18 October 2023
Response Date: 18 October 2023
Type of TA Request: Standard

Request:

The requestor asked for sample missing person policies and procedures for health care facilities.

Response:

ASPR TRACIE conducted a search online for sample health care facility missing person policies and procedures. The following sections provide relevant resources developed in both the U.S and abroad.

I.   Missing Patient Resources (United States)

California Emergency Medical Services Authority. (2017). [Incident Planning Guide: Missing Person](#).

> This incident planning guide can help hospital staff plan for missing person incidents. Staff can tailor this incident planning guide to their specific facility requirements.

Department of Veterans Affairs, Veterans Health Administration. (2010). [Management of Wandering and Missing Patients](#).

> This policy document for missing patients was developed for the Veterans Health Administration; however, it was designed to be applicable to various health care sites including hospitals, day treatment centers, psychosocial rehabilitation and recovery programs, and various outpatient clinics.

Loma Linda University Health. (2017). [Code Green: Missing High-Risk Adult Patient](#).

> This document provides procedures for hospital staff to follow in the event of an incident involving a missing adult patient.

Minnesota Department of Health. (2023). [Long-Term Care Toolkit Annex K: Missing Resident](#).

> This resource is geared towards long-term care facilities and provides action steps that personnel can take in the event of a missing resident.

Nursing Home Incident Command System. (2017). [Incident Response Guide: Missing Resident](#).

>Nursing home staff can use this incident response guide to respond to missing resident incidents. This document can be tailored to specific facility requirements.

University of Toledo Medical Center. (2023). [Code Brown – Missing Adult Patient](#).

>This document provides procedures for hospital staff to perform following a notification of a missing adult patient.

II. Missing Patients Resources (International)

NOTE: The following policy and procedural documents were developed for health care staff in the UK and Australia; information can be tailored to meet the needs of facilities in the U.S.

- Canberra Health Services (Australia). (2022). [Procedure: Missing Patient](#). NOTE: If the link does not open correctly, copy and paste the following URL in your web browser: https://www.canberrahealthservices.act.gov.au/__data/assets/word_doc/0005/1981472/Missing-Patient-Procedure.docx
- Complete Care Agency (UK). (2018). [Missing Person Policy](#).
- Government of Western Australia, WA Country Health Service (Australia). (2017). [Missing or Suspected Missing Inpatient Procedure](#).
- Isle of Wight NHS Foundation Trust (UK). (2023). [Missing Patient Policy](#).
- University Hospitals Bristol NHS Foundation Trust (UK). (2021). [Management of Missing Patients (Adults and Young People) Policy](#).