

# UNIVERSITY OF TOLEDO MEDICAL CENTER

SUBJECT: CODE ADAM - MISSING CHILD/ABDUCTED CHILD

Procedure No: SM-08-002

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## PROCEDURE STATEMENT

All missing children instances will be designated "Code Adam." All personnel will respond according to the Code Adam procedure. Specific responses and notifications will take place if a child is reported missing or abducted.

## PURPOSE OF PROCEDURE

The purpose of the Code Adam procedure is to maximize the likelihood of safely locating a missing or abducted child.

## PROCEDURE

The Health Science Campus Security and EHRS will conduct a drill annually. Auxiliary personnel, who will assist Health Science Campus Security in the search for the missing child, will include:

1. Environmental Services
2. Facilities Maintenance
- 3.

- g. All search personnel will make a search of the building in an attempt to locate the patient. Health Science Campus Security and UT Police will patrol parking areas and any on-duty Grounds personnel will make a check of the outlying parking areas and buildings in attempts to locate the missing child. If the child is located Health Science Campus Security will complete an Incident Report.
- h. If the missing child is not located, the search will be expanded accordingly. The UT Police may contact other police agencies to assist in locating the child.

1. A command post may be determined necessary by the Police Officer in charge.
2. The security dispatcher will notify Administrator On-Call and the House Supervisor.
3. The hospital operator will page Pastoral Care and the Office of Communications.
4. The Police Officer in charge shall notify the Police Chief or designee.

5. The Police e6 TJ/T4 0.685 0 Thy (s) 2.8 f (1) 0.5 (1) 10.2.5 (1) 10.6 (1) 10.2 (a) 0.5 (1) 2.3 (1) 1.4 (a) 2.3 (1) 1.3 (c) 0.5 (1) 1.8