

LAC+USC MEDICAL CENTER POLICY

Subject: SECURITY: REPORTING OF MISSING PERSONS	Original Issue Date: 3/1/93	Policy # 647
	Supersedes: 2/21/20	Effective Date: 04/20/23
Policy Owner(s): Admin, Facilities Management Executive Sponsor(s): Chief Operations Officer		
Departments Consulted: Los Angeles County Sheriff's Department (LASD) Environment of Care Subcommittee	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Officer	Approved by: (Signature on File) Chief Operations Officer
		(Signature on File) Chief Executive Officer

PURPOSE

To initiate appropriate action for reports of missing persons inclusive of patients, visitors, and employees.

POLICY

LASD shall accept all reports of missing persons in accordance with the Justice Department provisions for reporting missing persons.

LASD shall initiate appropriate investigation as per LASD Policy and Procedure Manual to include notification of federal, State, local, and Medical Center authorities as warranted.

RESPONSIBILITY

- Administrators
- Department Managers
- All Employees
- LASD

PROCEDURE DOCUMENTATION

LASD Policy and Procedures Manual and LAC+USC LASD Station Orders

REFERENCE

California Penal Code, Section 14205

REVISION DATES

September 1, 1994; November 13, 1998; April 9, 2002; January 27, 2004; September 5, 2008; November 9, 2010; February 11, 2014; December 13, 2016; February 21, 2020; April 20, 2023