

***VALLEYCARE***  
**OLIVE VIEW-UCLA MEDICAL CENTER**  
**POLICY & PROCEDURE**

**NUMBER: 106**  
**VERSION: 2**

**SUBJECT/TITLE:** **WORKING WITH OUTSIDE LAW ENFORCEMENT AGENCIES**

**POLICY:** ValleyCare shall cooperate with and assist local law enforcement agencies, unless its response to the request of the law enforcement agency is not permitted by an applicable state, federal or local law.

**PURPOSE:** To state ValleyCare policy regarding working with outside law enforcement agencies.

**DEPARTMENTS:**

**DEFINITIONS:**

**PROCEDURE:** Certain programs, because of the confidential and personal nature of patient information and patient property do not permit release of information to law enforcement agencies, in certain situations.

In the event an outside law enforcement agency needs to be contacted, all such contacts should be handled by Sheriff staff.

When law enforcement agents are present at a ValleyCare facility, Sheriff should be called immediately and Hospital Administration should be informed.

When employees are suspected of being involved in an incident that may require the intervention of outside law enforcement agencies, Sheriff is to consult with Hospital Administration prior to making such contact. During off-hours, Administrative Nursing Office and the Administrator on Duty should be consulted.

If the situation is of an emergency nature requiring immediate contact with law enforcement agencies, Sheriff staff are authorized to make contact. Hospital Administration staff should be notified of the contact as soon as feasibly possible.

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References:	
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