



General Order 44.5 - A Child Is Missing Program

PURPOSE: To establish guidelines for activating the use of the A Child Is Missing Program (ACIM) phone advisory. ACIM provides timely information to the public about the missing person. ACIM will generate telephone calls to local residents and businesses after initiation by law enforcement.

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REVIEW DATE: Annual

AMENDS: 44.3.1

THIS ORDER CANCELS:

ISSUED BY : Sheriff Jeffrey T. Easter

REVIEWED BY: Standard Review Committee

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[44.5.1 Policy](#)

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44.5.1 POLICY

- A. The Sheriff's Office shall utilize ACIM as an additional tool in cases of missing children, elderly citizens, and disabled persons. It does NOT replace or preclude a thorough investigation and/or search by law enforcement officers. ACIM can be contacted by calling 1-888-875-ACIM (2246) or paging the operator at 1-954-492-4778.

44.5.2 PROCEDURES

- A. ACIM will be activated only by personnel designated listed below.
- B. ACIM will only be used between 0800 and 2000 hours unless special circumstances exist and are approved by a Division Commander or his/her designee.
- C. When a person is missing the following factors will be considered for determining the use of ACIM
 - 1. Juveniles

- a. The EMCU lieutenant or sergeant will be responsible for determining the criteria for issuing an ACIM regarding a missing child. This will be done after consultation with the Patrol supervisor or the Investigations duty supervisor.
- b. Factors to be considered are:
 - 1. The juvenile must be under the age of 18 and
 - 2. The reporting party must be a family member or person who is responsible for the child.
- c. ACIM will not be used for most runaway cases.

2. Elder Citizens

- a. The responsibility for activation and following up on leads regarding an ACIM for elderly citizens lies Patrol supervisor.
- b. A Lieutenant or above may issue an ACIM after consultation with their Division Commander.
- c. Criteria for Activation:
 - 1. The person must be sixty-five (65) years of age or suffer from Alzheimers disease/dementia.
 - 2. Circumstances surrounding the incident must be out of character for the elder citizen.
 - 3. Disabled Persons (mentally/physically challenged)
 - a. The responsibility for activation and following up on leads regarding an ACIM for elderly citizens lies with the Division that initiates the ACIM.
 - b. For purposes of this guideline a disabled person will fall into the following categories:
 - 1. The person has a physical or mental impairment that severely limits self-care.
 - 2. The person is disoriented or unable to respond to simple questions regarding personal information such as name and address.
 - 3. The person is dependent upon life sustaining medication.

D. When the decision to use ACIM has been made, the initiating Division or the EMCU Supervisor will immediately call ACIM.

E. The approving supervisor will determine what phone number will be supplied to ACIM for the public to contact the department with information about the missing person.

1. The Division in which the activation takes place will provide a telephone contact number to ACIM. Citizens with information regarding the missing person will call that number with information regarding the missing person.
- F. The approving supervisor will call ACIM at 1-888-875-ACIM (2246) or page the operator at 1-954-492-4778.
- G. Investigative information received from a citizen will be the responsibility of the Division Commander in which the ACIM was activated. The EMCU Supervisor will utilize the missing child investigative protocol to handle all leads generated by the utilization of ACIM.
1. The approving supervisor will determine who will be responsible for collecting the leads and disseminating them to field officers for follow-up.
 2. The approving supervisor will need to ensure that resources are available to handle the phone calls at the station as well as provide for timely follow-up of investigative leads.
- H. At the conclusion of the ACIM activation, the Division Commander or their designee or the EMCU Supervisor responsible for the ACIM activation will provide feedback to ACIM.