

VILLAGE OF WALDEN

POLICE DEPARTMENT

ONE MUNICIPAL SQUARE
WALDEN, NEW YORK 12586

Jeffry Holmes
Chief of Police

GENERAL ORDER

NO: 18.23

Issue Date: 12/11/18	Effective Date: 12/17/18
Revises:	CALEA:
Subject: Crisis Intervention Team	
Distribution: All Personnel	STATE: 2.3
Reevaluation Date: 1/01/2022	Page: 1 of 2 Plus 2 Forms
Issuing Authority: Chief Jeffry Holmes	

I. PURPOSE

The Purpose of this procedural memorandum is to provide for the establishment of the Village of Walden Police Department Crisis Intervention Team. The Crisis Intervention Team initiative involves specialized training for officers in dealing with individuals in crisis due to mental health issues and includes training in suicide intervention. Only those officers that have completed the forty hour Crisis Intervention course will be considered a member of the Crisis Intervention Team.

II. PROCEDURE

- A. Upon receiving a call for service that includes an individual suffering a crisis due to mental health issues or involving an individual known by the caller to have a mental illness. Police headquarters personnel will make every effort to dispatch on duty Crisis Intervention Team officers to the call.
- B. In the event no Crisis Intervention Team officers are available, regular patrol officers may be dispatched. Headquarters personnel will also ensure that calls involving emotionally disturbed persons are properly coded as such in the C.A.D system.
- C. In the event a call for service starts out with a different designation but officers on the scene determine it involves an emotionally disturbed person, it is recommended and encouraged for the officer to request an on duty CIT officer respond to the scene. In this situation, headquarters personnel will ensure the call type is changed to an E.D.P call.
- D. All E.D.P. calls for service involving the Crisis Intervention Team officers shall be closed out with "report needed".

III. STAFFING

- A. The Chief of Police will designate a department supervisor who has completed the forty hour Crisis Intervention course as the Crisis Intervention Team Coordinator.
- B. The Crisis Intervention Team Coordinator or his designee shall:
 1. Oversee the daily operation of the Crisis Intervention Team.
 2. Ensure a Village of Walden Crisis Intervention Team incident report is completed at the conclusion of each call for service.
 3. Ensure each completed report is forwarded to the designated entities involved with the Crisis Intervention Team initiative.

4. Maintain the completed reports in the police department computer folder marked “Completed C.I.T Reports”
5. Complete a monthly report off all the E.D.P related calls for service.
6. Maintain a list of current Crisis Intervention trained officers.
7. Provide additional in-service training to the Crisis Intervention Team officers as needed.

C. Crisis Intervention Team officers shall:

1. Utilize their crisis intervention training and skills to assess the mental health of the subject of the call for service.
2. If, in the assessment of the officer, the individual meets the criteria set forth under M.H.L. 9.41. The officer will ensure the individual is transported to a designed M.H.L. 9.39 facility for a psychiatric evaluation. The officer may assist with the transport if necessary of the individual which may be in a police vehicle or an ambulance. The officer will ensure the M.H.L 9.41 paperwork is completed and turned over to hospital staff.
3. In the event the County’s Mobile Mental Health Team (MMH) is on scene and determines the individual requires transport to a designated M.H.L. 9.39 facility under M.H.L. 9.45 officers will transport the individual. The transport of the individual may be in a police vehicle or an ambulance provided the officer accompanies the individual to the facility. MMH will provide the officer with the M.H.L. 9.45 paperwork, which the officer will turn over to hospital staff upon arrival.
4. Should force be necessary in a situation that involves an individual being mandated for psychiatric evaluation, under either M.H.L. 9.41 or M.H.L. 9.45 officers will write a detailed narrative in the Crisis Intervention Team incident report and complete a use of force report in compliance with departmental general orders. A copy of each will be printed out and provided to the patrol supervisor. A copy of each will be submitted through e-mail to “CIT Supervisor”.
5. If, in the assessment of the officer, the individual does not meet the M.H.L. 9.41 criteria, officers will discuss, with the individual and any family or friends present, resources available for assistance.
6. Officers, at the conclusion of the call, will complete a crisis intervention incident report, including brief narrative on their assessment and any recommendations for follow-up.
7. Officers will ensure the completed reports are forwarded to the police departments e-mail group headed “CIT supervisor”.
8. Officers may divert the arrest of an individual who has committed a criminal offense for mental health treatment if they believe the needs of the individual requires immediate psychiatric evolution. The decision to divert an arrest for mental health treatment must be approved by a supervisor, the Crisis Intervention Team officers shall be under the authority of the patrol supervisor.
9. On any call for service, if in officer’s opinion the assessment is not obvious, it is recommended and encouraged that the County Mobile Mental Health team requested to respond when available.



Jeffrey Holmes,
Chief of Police