**DUBLIN POLICE DEPARTMENT**

STANDARD OPERATING PROCEDURE

# SECTION: M-017 CHAPLAIN PROGRAM

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**STANDARD COVERED: 6.7 *CHIEF KEITH MOON***

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**I. PURPOSE**

To establish and prescribe guidelines and procedures for a department Chaplain program.

**II. SCOPE**

This procedure is applicable to all department personnel.

**III. POLICY**

The Dublin Police Department will establish and support a Chaplain program which will be designed to meet the spiritual and emotional needs of the police department, officers and employees, their families, and members of the community.

**IV. BASIC INFORMATION AND DUTIES**

STD 6.7b

A. The primary mission of the Police Chaplain will be to provide spiritual counseling and support for all employees of the department. Chaplains can assist employees through difficult and personal issues from a spiritual perspective. On occasion, the problem a police employee may have relates to or affects his/her family. The Chaplain may be utilized in such situations.

B. The Chaplain may visit or call on sick or injured officers and employees in the hospital or at home. Other duties may consist of notifying the family of the injury and providing counsel to the spouse/family members of the injured employee. The Chaplain will accompany, when possible, senior command staff members when notifying the family members of an injured officer. The Chaplain may assist the family with obtaining peer support or professional counseling.

C. The Chaplain can enhance good relations with the community by being active in promoting positive social change and community development. The Chaplain will be a liaison between police and religious leaders of the community.

D. The Chaplain may assist officers in informing family members in the event of a death. The Chaplain may be called upon to assist field personnel with attempted suicide incidents or when an actual incident occurs. The Chaplain may attend and participate in the funerals of active or retired members of the department and/or their family members.

E. The Chaplain may be called upon to lead prayer at various department or civic functions.

STD 6.7a

F. The Chaplain is not commissioned with sworn officer status; he/she is a volunteer member of the department and, as such, is not considered a component of the formal chain of command. The Chaplain shall not intervene or hinder in any way the actions and decisions made by department employees in the performance of their duties.

G. The Chaplain may be permitted to ride with officers on an ‘as approved’ basis by the Chief of Police, and will abide by the following directives:

* The Chaplain shall follow the directives of the officer to whom they are assigned.
* The Chaplain, when engaged on a service call, will identify themselves verbally and by displaying identification provided by the department.
* While riding or when on the scene of a police incident, the Chaplain shall wear the issued authorized insignia that clearly identifies them as a police chaplain.
* The Chaplain will not carry firearms.

STD 6.7c

H. The Chaplain is not required to wear a uniform; in the event the Chaplain wears any type of department-issued uniform, that uniform will clearly distinguish the Chaplain from sworn officers.

I. Counseling conducted by the Chaplain will be held in strict confidence in accordance with applicable laws. However, the Chaplain has a duty to make proper notification and warning in the event of having knowledge of possible harm being done to another.

**V. ELIGIBILITY**

A. In order to be a Police Chaplain, a person must:

1. be authorized and approved by the Chief of Police.

STD 6.7d

2. attend applicable Chaplain’s training course(s) and be certified by GA-POST.

3. possess good moral character, be associated with a religious denomination, and be active in a ministry or show the ability to lead spiritually (being an ordained member of a clergy and an active minister in a church is preferable, but is not required).

B. The Chief of Police will have the final decision with regard to any and all requests and applications for program inclusion.

**VI. NOTIFICATION OF CHAPLAIN AND CHAPLAIN ‘CALL OUT’**

Any notification of and/or ‘call out’ of the Chaplain will require approval by the Chief or Assistant Chief of Police. If approved, the Chaplain may be called to assist with (not inclusive):

* a death notification
* an officer-involved shooting
* serious injury or illness to an officer or immediate family
* any traumatic crime scene or accident
* any matter pertaining to the moral, spiritual, and/or religious welfare of police personnel or a private citizen where religious guidance and/or counsel is needed to address a crisis situation.