

Chapter: Supervision
Subject: Runaways
Section: 8.5
Page: 1 of 1
ODJFS Rule: 5101: 2-9-23(A)(2)
Reviewed/
Revised: 4/24/20

In the event that a youth runs away from NRTC, the following procedure is implemented:

1. Staff members will search the facility and the grounds to confirm that the youth is not on the campus.
2. Staff members will immediately notify the following:
 - The supervisor on duty
 - The on-call administrator
 - The Montgomery County Sheriff's Office.
 - The youth's parent/guardian.
 - The supervisor shall notify the Probation Officer within 24 hours so a warrant can be issued.
3. Reporting staff members shall complete a Critical Incident Report (CIR) within 24 hours. Supervisors will review and forward the CIR to a manager who will ensure that the placing agency receives a copy of the incident within the next business day.
4. The CIR will be kept in the youth's file for review.
5. A record of runaways (AWOL) will be kept and reviewed as needed at least annually. Reports will be submitted annually to the board.