

Chapter: Supervision
Subject: Runaways
Section: 8.5
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ODJFS Rule: 5101: 2-9-23(A)(2)
COA Standard: PA-ASE 6.04
Revised: 4/24/20

NRTC will utilize all appropriate means available to keep youth safe and to remain at NRTC by providing a supportive environment. Direct child care staff and clinical staff will identify risk or triggers that may indicate the likeliness of a youth to run from the program and adjust supervision and supports as necessary. 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.
6. Youth who return to the program will be welcomed in a supportive manner and have an additional medical screening performed. Both youth and staff will be debriefed of any additional concerns or changes in service plan.