

Handling of Illegal and/or Illicit Items (Weapons, Guns, Drugs)

[Hospital] Policy

Title:	Handling of Illegal and/or Illicit Items (weapons, guns, drugs)
Department:	Security
Approved By:	Workplace Violence Committee
Approved/ Effective Date:	3/2012
Review Date(s):	7/2016, 3/2022
Revision Date(s):	10/2013, 3/2022, 2/2023
Next Review Date:	2/2026

Key Words: Security, Illegal, Illicit, Weapons, drugs

POLICY STATEMENT:

[Hospital] will maintain the safety and security of patients, visitors and employees by maintaining an environment free from illegal and illicit items such as weapons, guns and drugs.

PURPOSE:

Provide direction to [Hospital] employees on the proper handling and disposal of illegal and illicit items.

SCOPE:

[Hospital] Main Campus

DEFINITIONS:

Illegal or illicit items: include, but are not limited to: prescription medication (in the possession of the listed patient), street drugs (such as heroin or cocaine) and weapons.

Weapons: include any and all types of firearms or explosive devices, knives (other than small pocketknives) of the type that are generally regarded as weapons or hunting knives, any other object which, in the judgment of management, was intended to be used as a weapon.

PROCEDURE:

[Hospital] employees will call Security as soon as possible upon finding an illegal or illicit item. Security will immediately dispatch an officer(s) to the area and investigate the situation in accordance with the following procedure:

- A. When a patient either is, or was, in possession of the item, Security will determine if the situation and/or item(s) meets one of the following criteria:
 - (a) Is the patient in possession of an illegal or illicit item an imminent threat to himself/herself or others?
 - (b) Is there evidence that there was intent or an attempt to give, sell or deliver illegal or illicit items to another person while on Hospital property?
- B. If the answer to any of the above questions is **YES** — Security will notify the police and follow their instructions.
- C. If the answer is **NO** — to all of these questions Security will dispose of the item, except weapons, as follows:
 - a) Street Drugs
 - i. Will be disposed of by flushing or washing into the sewer system.
 - ii. Disposal will be conducted by RN and Security Officer and documented via safety reporting system (RL). Names of both Officer and RN will be included in the report.
 - b) Prescription Medication
 - i. Will be brought to the Pharmacy for disposal.
 - ii. Delivery to the Pharmacy may be by one RN.

- iii. Delivery to the Pharmacy will be documented via safety reporting system (RL). The name of the Pharmacy employee the medication was delivered to will be documented in the report by the RN.

D. Weapons

A firearm is always considered an immediate threat to life and will require police notification and assistance. If the item is abandoned, and was not in the possession of a patient, Security will notify the police immediately. Security will not accept a weapon.

Firearms may be taken into a patient care area by on-duty law enforcement personnel to prevent the commission of a felony or other serious violation.

If a visitor is in possession of a weapon, the visitor will be asked to immediately leave the premises by the Security Officer. Security Officer will notify and request assistance from the [Local] Police Department.

If a patient is in possession of a weapon, Security will notify the police. This applies to concealed weapons discovered on conscious and unconscious persons, as well as individuals who have a permit/license.

Handguns will not be given to anyone in department for safekeeping, nor to any bystander or family member, but only to an on-duty police officer. Once the police confirm that the individual is legally in possession of the firearm, the firearm will be secured at [Hospital] in Security gun safe.

If an employee brings a weapon to work, they will be required to leave the premises with the weapon. Security Officer will notify and request assistance from the [Local] Police Department. The employee will be referred their direct manager and Human Resources. A safety event report will be entered to document this event.