

CAMPBELL COUNTY HEALTH
ADMINISTRATIVE POLICY AND PROCEDURE

SUBJECT: WEAPONS

POLICY:

Campbell County Health strives to maintain a working environment free from violence and intimidation. All weapons are prohibited in all CCH facilities and on all CCH owned or leased property, with the exception of on duty law enforcement officers, who may carry any weapons necessary to perform their duties.

PURPOSE:

To provide a safe and weapon-free environment for all persons associated with CCH and its owned or leased properties.

DEFINITIONS:

It is important to note that anything can be used as a weapon, but for the purposes of this policy, weapons are defined as any implement or tool whose primary function is to cause bodily harm to persons against whom it is used. Examples include, but are not limited to:

- Firearms
- Chemical agents (CapStun, Oleoresin Capsicum, Mace)
- Edged weapons (Swords, Knives)
 - Generally pocket knives and multi-tools are not considered weapons; however, extreme caution should be taken in their presence. Any edged weapon with a blade length of over 4 inches will be considered a weapon and will be stored in the safe.
- Striking implements (Batons, Clubs)
- Missile throwing objects (slingshots, bow/arrows)
- Explosives
- Incendiary devices
- Any other object deemed to be inherently dangerous to CCH patients, staff, visitors, contractors, or vendors.

PROCEDURE:

1. Appropriate signage will be posted at the main entrances to all CCH owned or leased properties describing the premises as weapon-free.
2. **If a situation is deemed an emergency, call 911.** Law enforcement will assess the situation and take steps as appropriate to secure the scene. Law enforcement officer's weapons may be secured in the Emergency Department lockbox at the discretion of the

officer. For responses to the locked inpatient mental health unit, law enforcement will assess the situation and if deemed appropriate, remove their weapons secure them in a lock box outside the inpatient unit.

3. **WEAPONS IN THE HOSPITAL**

If a weapon is brought into the hospital or found by staff in the process of providing medical treatment, it must be secured in the ER or BHS weapons safe. If the weapon is a firearm Security/Plant Ops will be called, who will then contact law enforcement. Security personnel will ask the bearer of the weapon to accompany them to the area in which the weapon is to be stored. If the weapon is a firearm it will be cleared of any ammunition and magazines by law enforcement personnel. Firearms, ammunition and magazines will be stored in separate envelopes. All other weapons may be stored in the same envelope, except explosives or incendiary devices, which will be confiscated by law enforcement. The property to be stored will be documented and the owner will sign his property into the lock box. The receiving party will sign, and a witness (Security) will also sign. When the property owner is leaving the facility, his/her property will be signed out, witnessed, and they will be escorted to their vehicle, other mode of transportation, or off the property by security staff.

4. **WEAPONS IN OFFSITE LOCATIONS**

If a weapon is brought into a CCH clinic, offsite department or long term care facility and found by staff in the process of providing medical care, staff will notify the bearer of the weapon about the CCH weapon-free facility designation and ask them to remove the weapon from the premises immediately and secure it in their vehicle.

5. **NON-COMPLIANT PARTIES:** When an individual refuses to follow policy they will be asked to leave the property immediately. Security and law enforcement will be contacted if any aggression is shown.

6. Complaints of violence, assault, threats and intimidation will be treated seriously and will be promptly investigated with reasonable steps to protect the safety and confidentiality of all persons involved. Individuals who, in good faith, report these incidents or present evidence in an investigation are protected from any retaliatory actions or any negative administrative action. Staff members should report incidents to their manager who will contact the Human Resources Department. Law enforcement will be contacted as needed.

7. This policy shall not interfere with policies concerning evidence of a crime, or other policies set forth by individual departments.

Initiated: Adam Boothe, 01/18/10
Revised: Steve Crichton, 10/10/17
Reviewed: Leadership Council, 10/10/17
Reviewed: Board of Trustees, 1/25/18
Approved: Andy Fitzgerald, 10/10/17