



GENERAL ORDER

DURHAM POLICE DEPARTMENT
DURHAM, NC

NUMBER:

2005 R-1

PSYCHOLOGICAL SERVICES

Effective Date: 12/15/1995

Revision Dates: R-1 01/10/2005

INTRODUCTION

The Durham Police Department places a high priority on promoting and maintaining the psychological wellbeing of its employees. The Psychological Services Provider (PSP) provides services towards this end for sworn, reserve and non-sworn employees, as well as offering behavioral science support for departmental operations.

SERVICES

Counseling services will be offered to employees, their families and those in a family-like relationship with employees. Such services will be on a short-term/crisis intervention basis. Referral will be made for long-term counseling and substance abuse treatment.

Fitness for duty evaluations will be provided or referral will be made for their provision.

Psychological evaluations will be provided for new applicants, lateral transfers and transfers to special squads.

Critical incident counseling and stress management services may be provided to any employee, family member or person in a family-like relationship with an employee. Such incidents refer to any occasion of serious psychological trauma and include but are not limited to: serious injury or death of an employee, or caused by an employee; shooting incidents; witnessing death or serious injury.

Training will be provided in stress management and other procedures to facilitate efficient operation of the Department.

Psychological consultation services will be offered for situations involving: barricaded subjects; hostage negotiations; psychological profiles of criminal subjects; any situation where command staff or the PSP determine that departmental operations will benefit from such services. In these situations the PSP's role is that of consultant to the field, division or bureau commander.

Psychological consultation services will be offered to other City Departments on a selective emergency basis.

Research will be carried out to enhance the welfare of employees and the operation of the department.

REFERRAL TYPES

Self-Referral

Self-referral may be made by any employee, family member or person in a family-like relationship with an employee, by contacting the PSP directly by phone or in person. Services will be provided at the remote PSP office as per individual arrangement. Such contacts will be subject to the rules of confidentiality specified below.

Referral for Voluntary Services

Referral for voluntary services will proceed as for self-referral defined above. The referring individual will contact the PSP to provide information regarding the referral.

Referral for Mandatory Services

Referral for mandatory services may be initiated by preparing written documentation detailing the reasons for the referral and submitting this to the PSP for approval. This documentation is subject to the rules governing confidentiality.

Upon approval, the employee will be notified as to the nature of and reasons for the referral and will be responsible for contacting the PSP within 72 hours of such notice to arrange an appointment.

Notification of compliance with the referral may be shared with others in the employee's direct chain of command to the extent that this is required for effective operation of the department.

The content of treatment sessions will remain confidential. Supervisors may be notified as to compliance with required treatment regimens.

Referrals for Fitness for Duty Evaluations

Referrals for fitness for duty evaluations will follow the procedure for mandatory referrals as defined above. Initial contact with the PSP will determine the need for a complete fitness for duty evaluation. Such evaluations will be carried out by the PSP or at the request of the person evaluated and at the department's expense by any licensed psychologist or psychiatrist.

Evaluation reports will be provided to the Chief and may, at the Chief's discretion, be shared with others in the employee's direct chain of command. Results will be communicated to the employee. Should the employee disagree with this evaluation, he or she may arrange an evaluation with a professional of their choice as defined above, at their expense. Should these evaluations disagree; the Chief will make final determination. Employees so entitled may appeal any decision through the city grievance procedure.

PRE-EMPLOYMENT AND IN-SERVICE PSYCHOLOGICAL TESTS

New applicants, lateral transfers from outside the Department and applicants for special high risk, high civil liability units, as designated by the Chief, will receive psychological evaluations by the PSP or a qualified designee. Applicants will receive written notification of time and place for this procedure. The procedure will consist of written psychological tests and a psychological interview. Based on the above, a report will be prepared indicating the applicant's psychological fitness for the position.

This report will remain in the applicant's Internal Affairs confidential file and a copy will remain with the PSP. Results will be communicated to such command staff as determines the applicant's hiring, to the city's staffing

unit and to the applicant. Should the applicant disagree with these findings, he or she may follow the procedures defined in the section on Fitness for duty evaluation, above.

CRITICAL INCIDENTS

In the event of a critical incident, contact between the involved employee and the PSP will be mandatory. The PSP will be notified immediately by the employee's supervisor and shall arrange a time and place for this meeting to take place.

TRAINING

The PSP will be available for consultation with command staff for provision of any training that will benefit employees or Departmental operations. The PSP will provide stress management training for new recruits as a regular element in the Training Academy, and will provide such training for existing staff via in-service programs.

PSYCHOLOGICAL CONSULTATIONS

In the event of barricaded subjects, hostage negotiation, or any other circumstance where supervisory or line staff determine that psychological consultation services would benefit the situation, the PSP will be notified immediately via the Communications Center, direct telephone or pager, and will respond to the site for provision of such services. The PSP may be contacted directly by any employee for consultation in situations where a psychological/behavioral perspective will benefit criminal investigations.


Supervisory staff from other city departments may contact the PSP directly for consultation on situations that may require psychological services.

CONFIDENTIALITY

Specific content of counseling sessions between the PSP and employee is privileged except in the following circumstances:

- The PSP clinically determines the employee is a danger to self or others.
- The PSP clinically determines the employee is involved in or at immediate risk of involvement in child molestation.
- In a situation where the PSP becomes party to a legal action involving a client, in which case the principal of "limited waiver" of confidentiality where facts pertinent to the case may be revealed at the direction of the trial judge becomes applicable.

Any persons receiving information concerning an employee's counseling will be subject to these same rules of confidentiality. Violations will be subject to an Internal Affairs investigation and may result in disciplinary action as defined by the Personnel Privacy Act (N.C.G.S § [160A-168](#)).


Steven W. Chalmers
Chief of Police