


Fort Collins Police Services

Policy Manual

 FORT COLLINS POLICE	POLICY	815
	TITLE	Office of Human Services

815.1 PURPOSE AND SCOPE

Fort Collins Police Services recognizes that certain chronic and acute stressors are inherent to the law enforcement profession. Therefore, it is the policy of Fort Collins Police Services to proactively address specific personal and social needs of Agency employees and the community through the Human Services Department, which is staffed by the Director of Human Services.

815.1.1 SERVICE OVERVIEW

The Office of Human Services provides counseling, crisis intervention, training, consultation, and administrative services to the Agency on a 24/7 basis.

815.2 DIRECTOR OF HUMAN SERVICES

- (a) Provides confidential counseling services to employees and certain members of their families.
 - 1. The appropriateness of the services for family members shall be determined by the Director of Human Services.
- (b) Serves as a coordinator and clinic supervisor of the Peer Support Team (PST) and responds with the PST to all critical incident call outs.
- (c) Provides support services to police trainees as a part of the Field Training Program (FTO), Communication Center trainees in the Communication Training Program (CTO), and Records trainees involved in the Records Training Program (RTO). An introductory orientation to support services is also provided to any new employee not included in the above programs.
- (d) Works with the Personnel and Training Unit Sergeant in matters of instruction and the presentation of programs and special interest.
- (e) Functions as the liaison contact between Police Services and the various community agencies dealing with the mentally ill, e.g., community mental health, hospital services, corrections, social services, etc. This role includes being a member of the Interagency Treatment Group and Crisis Intervention Training (CIT).
- (f) May assist in various Agency staff and administrative projects as requested.
- (g) May assist other agencies with the approval of the Chief of Police, Deputy Chief, or an assistant chief.

815.2.1 RELIEF FROM DUTY

- (a) The Director of Human Services may recommend that an employee be placed on temporary administrative leave or in a different duty assignment as part of a brief counseling intervention or a comprehensive Human Services program.

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815.2.2 ETHICS AND CONFIDENTIALITY

- (a) The Director of Human Services shall observe the ethical principles of psychologists and is bound by the Code of Conduct as published in the American Psychological Association.
- (b) The Director of Human Services, in the performance of duties associated with the Office of Human Services, is recognized to have the protection of privileged communications as specified in Colorado Revised Statutes.
 - 1. Information discussed in counseling, consulting, or peer support relationships shall not be made available during an administrative or criminal investigation without the consent of the client.
- (c) The protection of privileged communication may not apply when an employee is mandated to participate in a human services program.
 - 1. In such instances, the Director of Human Services must inform the employee of confidentiality limitations.
- (d) Privileged communication may be compromised in the event of serious threat of suicide, threat of harm to others, grave disability, actual or suspected child abuse, or as mandated by law.

815.2.3 PARTICIPATION IN PROGRAMS

- (a) An employee may voluntarily participate in any Human Services session or program mutually designed and deemed appropriate by the employee and the Director of Human Services.
 - 1. Employees may participate in voluntary programs during duty hours with permission of their supervisor and if shift strength permits.
 - (a) Supervisors should make a reasonable effort to facilitate scheduled on-duty appointments.
 - 2. If participation during duty hours is not permitted, or if the employee chooses a time other than while on-duty, program participation is not eligible for compensation.
- (b) A supervisor may order a subordinate whom he/she directly supervises to meet with the Director of Human Services if:
 - 1. The intervention on the part of Human Services is a component of a general program to assist the subordinate in meeting minimum Agency standards; or
 - 2. Specific stress-related difficulties have consistently been observed; or,
 - 3. The subordinate has experienced a traumatic event and appears to be experiencing problematic post-event phenomena.
- (c) Employees who are ordered to attend a human services session or program that cannot be accomplished during the employee's duty hours shall be compensated in accordance with current Agency compensation practices.
- (d) Employees may contact the Office of Human Services directly to arrange an appointment for support services; such contacts shall remain confidential within the limits described previously.