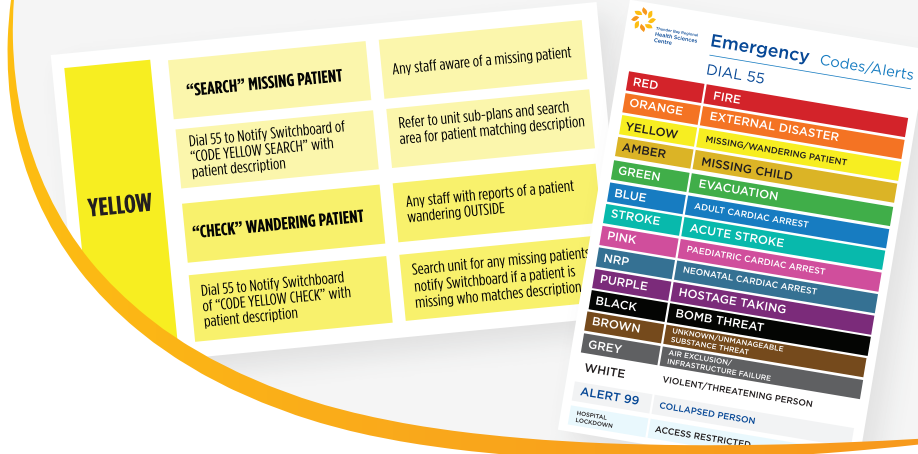




Safety Huddle



Code Yellow-Missing or Wandering Patient

Criteria for **HIGH RISK PATIENT**

1. Is the missing individual known to be at imminent risk posed by themselves or externally, causing harm to self or others?	If yes, patient is "high risk"
2. Is the missing person an involuntary (Mental Health Act Formed) patient?	If yes, patient is "high risk"
3. Do we have knowledge/information that indicates this individual is not cognitively capable due to age or ability of reasonable self-care (e.g. diagnosed with dementia)	If yes, patient is "high risk"

Criteria for a **NOT HIGH RISK PATIENT**

- Patient's primary nurse will:
- Document all details and actions taken in patient chart. Code Yellow - **Search not to be called.**
 - If appropriate, notify and seek guidance from:
 - Patient's MRP
 - Unit Manager (regular hours) or Administrative Coordinator (after hours)
 - Contact:
 - Patient's primary contact number
 - Patient's person to notify and/or next of kin;
 - Continue to monitor the situation; if circumstances change that suggests the patient's unknown whereabouts is a safety risk, indicate a Code Yellow - Search; see appendix 2.**
 - Primary nurse/designate to file an incident learning report (patient safety report)



To Remember

When unsure if the patient is high-risk, discuss with the Most Responsible Physician (MRP) and/or Unit Manager for **shared decision**

Please refer to the Code Yellow-Missing or Wandering Patient Policy - No. EMER-70 for more information



Safety Huddle

PATIENT (16 YEARS OR OLDER) IS MISSING FROM THE UNIT (WHEREABOUTS UNKNOWN)

*For Mental Health Patient on Pass/ LOA from MRP refer to policy [SAF-1-19](#)

Patient's primary nurse (or designate) to coordinate search of department, adjacent areas (bathrooms, closets, stairwells, utility rooms, locked areas) & public areas (main lobby, cafeteria and courtyards). If staff cannot safely leave the unit, Security Services (6509) can be asked to assist.
Is patient found?

NO

Dial "0" for Switchboard.

- If information suggests that the patient's unknown whereabouts presents an **immediate risk to themselves or others** proceed immediately to code yellow search.

-Ask to have patient paged (first name, last initial) to "return to unit/department".

Wait 5 minutes. Is the patient found?

NO

Determine if missing patient is considered "high risk." When uncertain if the patient is high-risk, discuss with MRP and/or Unit Manager for shared decision. **HIGH RISK CRITERIA:**

1. Is the missing individual known to be at imminent risk for harm to self or others?
2. Is the missing person an involuntary (formed) patient?
3. Do we have knowledge/ information that indicates this individual is not cognitively capable due to age or ability of reasonable self-care (e.g. diagnosed with dementia)?

If YES to any of the above questions, proceed to Code Yellow Activation Below

CODE YELLOW – SEARCH ACTIVATION

Primary Nurse/Designate:

Dial "55" to activate Code Yellow – Search

Switchboard to announce "Code Yellow Search + Description + Unit Missing From" overhead

-Description to include: unit missing from, age, body build, hair colour, height, clothing, distinguishing features

-Notify Senior Leader on call and indicates unit

-Senior Leader on call contacts Unit Manager/ Admin Coordinator

ALL DEPARTMENTS

-Upon hearing "Code Yellow Search," all departments (clinical & non-clinical) will initiate a search of their area, including relevant stairwells and washrooms, per departmental sub-plans

-Admitting will call units/departments for search results.

Is patient found?

NO

If high risk patient is missing following 15 min. of searching, Primary Nurse/designate will:

-Contact the patient's primary contact number;

-Notify the patient's person to notify and/or next of kin;

Is patient found?

NO

Deactivation & Recovery: Patient is NOT found after 60 min

Primary nurse (or designate) will:

-Notify MRP and discuss next steps, including:

- a. Whether to continue with Code Yellow - Search;
- b. Whether to notify the Police (684-1200) to file a Missing Person Report if the patient is on a Form 1, 3, 4 or if the patient's clinical condition warrants (e.g. suicidal, danger to others, confused);
- c. Whether to complete Mental Health Act Form 9 (For patients on FORM 1, 3 OR 4).

- Notify Unit Manager (regular hours) or Admin Coordinator (after hours).

Unit Manager/ Admin Coordinator will:

- Validates recommendation from MRP and primary nurse
- Notify Senior Leader on call to provide an update
- Contact Senior Director, Quality & Risk Management via e-mail if police have been notified;
- Contact Switchboard (0) to desist overhead announcement.

Patient is located
Return to department

YES

YES

NO

See Appendix 3 "**Not High Risk Patient**"

Deactivation & Recovery: Patient is located

1. Staff locating patient calls Switchboard (0)
2. Switchboard notifies Unit Manager (regular hours) Admin Coordinator (after hours) of found patient
3. Unit Manager / Admin Coordinator directs Switchboard to announce "Code Yellow – All Clear." 3x
4. Unit Manager / Admin Coordinator notifies Senior Leader on call of found patient

YES

YES

YES

Primary nurse:

-notify next of kin
-file an incident learning report (patient safety report)

Admin Coordinator (After Hours only):

-fill out After Hours Incident Report

Senior Leader on call:

-notify Police (if contacted) of deactivation