



Policy and Procedure #225

Client Legal Emergency

Approval: _____ Effective Date: 10/22/2024

POLICY:

Should a legal emergency arise, such as a client or participant being questioned or arrested by law enforcement officers or other legal officials while being supported by EFI employees, the following actions shall be taken.

REFERENCE: RCW 9A.76.020
RCW 9A.76.040

PROCEDURE:

If either a residential or vocational client is approached by legal or law enforcement officers or officials, either for questioning, apprehension or the serving of legal documents, EFI employees, as safely, unobtrusively and with as much discretion as possible, will be required to:

1. Speak to the official or officer and explain that you are an employee of EFI when possible to do so safely.
2. Give a basic description of EFI's services.
3. Then explain to the officers or officials that the individual is a client of EFI.
4. Ask the client for permission to assist them in understanding the situation and offer to help them communicate with the officers or officials.
5. If needed, explain to the officer or official that you are available and willing to "translate" or explain in "plain language" information directed at the client for clarity.
6. Follow, and encourage the client to follow, any and all instructions or directions given by the officials.
7. Encourage and support the client, explaining to them that you will contact their guardian, representative or family members.
8. Contact the Administrator on Call (AOC) and explain the situation.
9. Follow the directions and advice received from the AOC.

Remember to be aware of your own safety. If the client's (re)actions create a potentially dangerous situation, allow officials to handle it and move a safer distance away.

Effective Date: 3/14/18 - Previous Revision Date: 1/4/10

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