

Notice to Superintendent

~~Rhode Island Department of Children, Youth and Families
Division of Juvenile Correctional Services: RI Training~~

~~School Policy: 1200.0702~~

~~Effective Date: May 17, 2010~~

~~Version: 1~~

~~Significant events or situations that threaten the safety or security of residents and/or staff are reported immediately to the Superintendent, the Administrator on Call and the Chief of Staff of the Department of Children, Youth, and Families.~~

Related Procedure

~~[Notice to the Superintendent](#)~~

Related Policy

~~[Unusual Incident Report](#)~~

Notice to Superintendent

Procedure from Policy 1200.0702: Notice to Superintendent

- A. Staff immediately notifies the unit manager or Master Control Center.
- B. The unit manager or Master Control Center contacts the Superintendent or, in the Superintendent's absence, the Administrator on Call. The Administrator on Call ensures that the Superintendent is informed of the incident.
- C. The Superintendent or, in the Superintendent's absence, the Administrator on Call notifies the Chief of Staff.
- D. Incidents include but are not limited to:
 - 1. Injury to employees or residents which involves emergency treatment
 - 2. Death of residents or staff
 - 3. Runaways
 - 4. Any fights between individuals involving a weapon
 - 5. Fires
 - 6. Bomb scares that require evacuation
 - 7. Major property loss or damage
 - 8. Any behavior incident of a resident or group of residents that involves the assistance of State or Municipal Police
 - 9. Suicide attempts
- E. Staff document the incident in accordance with DCYF Policy 1200.0827, Unusual Incident Report.

214-RICR-XXX-XX-6027

TITLE 214 - DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES

CHAPTER XXX - OLD REGULATIONS WHICH WERE NOT ASSIGNED

CHAPTER-SUBCHAP-PART

SUBCHAPTER XX - OLD REGULATIONS WHICH WERE NOT ASSIGNED

CHAPTER-SUBCHAP-PART

PART 6027 - NOTICE TO SUPERINTENDENT

Type of Filing: Repeal

Agency Signature

Agency Head Signature

Agency Signing Date

Department of State

Regulation Effective Date

Department of State Initials

Department of State Date