MONTANA STATE HOSPITAL
POLICY AND PROCEDURE

FIREARMS CARRIED BY LAW ENFORCEMENT OFFICIALS

Effective Date: July 10, 2014 **Policy #:** ADM-02

I. PURPOSE: To maintain safety for patients, employees and law enforcement officials.

II. POLICY: All law enforcement officials will be asked to secure their firearms in their vehicle before entering any patient occupied building at Montana State Hospital (MSH).

III. DEFINITIONS: None

IV. RESPONSIBILITIES: The Directors of Nursing and Health Information will ensure admission and operations staff follow this policy.

V. PROCEDURE:

A. Hospital operations/admission staff will inform law enforcement officials that the hospital requires firearms be secured in a vehicle before entry to any building at MSH.
B. This policy applies to all buildings on the MSH campus, unless law enforcement has been summoned to the campus for assistance with patient control or other types of emergencies. Campus housing is not covered by this policy.

VI. REFERENCES: None

VII. COLLABORATED WITH: Safety Officer and the Director of Nursing.

VIII. RESCISSIONS: #ADM-02, *Firearms Carried by Law Enforcement Officials* dated June 1, 2010; #ADM-02, *Firearms Carried by Law Enforcement Officials* dated June 4, 2007; #ADM-02, *Firearms Carried by Law Enforcement Officials* dated June 4, 2004; #ADM-02, *Firearms Carried by Law Enforcement Officials* dated May 15, 2001; #ADM-02, *Firearms Carried by Law Enforcement Officials* dated February 14, 2000; H.O.P.P. # 6-F.093092, *Firearms Carried by Law Enforcement Officials* dated September 30, 1992.

IX. DISTRIBUTION: All hospital policy manuals

X. ANNUAL REVIEW AND AUTHORIZATION: This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per M.C.A. § 307-106-330.

XI. FOLLOW-UP RESPONSIBILITY: Director of Health Information

XII. ATTACHMENTS: None

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John W. Glueckert	Date	Melinda Bridgewater	Date
Hospital Administrator		Director of Health Information	