

Safety and Behavioral Notes

This note category is dedicated to essential information relevant to understanding an individual's behaviors or safety concerns. This may include, but is not limited to, issues with adhering to our covenant of right relationships, cognitive impairments, and limited access agreements.

The purpose of these notes is to provide a centralized and accessible reference point for any queries regarding an individual's behavior. To maintain clarity and efficiency, we aim to have one comprehensive note per individual, which should be regularly updated and revised to reflect the most current information.

All staff members can create these notes and have access to them, ensuring that essential information is readily available to everyone. If something seems "off" with a congregant, look in their profile in PCO to see if there is a Safety and Behavioral Note.

Please post about a new Safety and Behavioral note on Basecamp if it's something that the whole staff should be aware of.

Examples of notes:

Example Safety and Behavioral Note 1- Senior with Dementia

- **Description:** This member has been diagnosed with dementia. They may exhibit forgetfulness, confusion about locations and people, and difficulty with communication.
- **Safety Considerations:** Ensure a calm and familiar environment. Avoid overwhelming them with too much information or too many people at once. Be patient and offer gentle reminders as needed.
- **Behavioral Strategies:** Speak clearly and use simple sentences. Maintain eye contact to ensure they feel engaged. It's crucial to monitor their comfort and safety, especially during group activities.
- **Emergency Contacts:** [List of Family Members or Caregivers], [Contact Information]

Example Safety and Behavioral Note 2 - Young Adult with Emotional Disabilities

- **Description:** This member has emotional disabilities that can result in intense emotions expressed in non-normative ways. They may have sudden outbursts or show extreme emotional reactions to situations.
- **Safety Considerations:** Be aware of the member's personal space and comfort levels. Avoid confrontational approaches and provide a quiet space where they can calm down if needed.
- **Behavioral Strategies:** Use a calm and reassuring tone. Listen actively and acknowledge their feelings. Provide clear, consistent, and predictable responses. Prepare for potential emotional outbursts with a de-escalation plan.
- **Emergency Contacts:** [Therapist/Counselor's Name], [Contact Information]

Example Safety and Behavioral Note 3- Sex Offender Attending Church

- **Description:** This member is a registered sex offender and is currently on parole. They are subject to a Limited Access Agreement as part of their involvement in our church community.
 - **Safety Considerations:** Adherence to all legal requirements and parole conditions is mandatory. The member is not allowed in certain areas and situations as stipulated by the Limited Access Agreement to ensure the safety of the community and compliance with legal restrictions.
 - **Limited Access Agreement - Conduct Rules:**
 1. **Area Restrictions:** No access to children's or youth areas.
 2. **Supervised Participation:** Must be accompanied by a designated supervisor at all times on church premises.
 3. **No Contact with Minors:** Prohibited from any form of contact with children or youth.
 4. **Event Limitations:** Only attends specific, pre-approved church services/events.
 - **Process:**
 - Open PCO People profile of the person about whom you wish to write the note
 - Click "Notes" > New Note >
 - Category = Safety and Behavioral Notes
 - Type text into field of Safety and Behavioral note.
 - Click "Create"
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