



TALLAHASSEE POLICE DEPARTMENT GENERAL ORDERS

 Proudly Policing Since 1826	SUBJECT Wellness Program		 Nationally Accredited 1986
	CHIEF OF POLICE <i>Signature on file</i>		
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AUTHORITY/RELATED REFERENCES

FTEP 6, Recruit Officer Responsibilities
 General Order 46, Rules of Conduct
 General Order 54, Stress Management
 General Order 63, Officer Actions Resulting in Death or Serious Injury
 General Order 73, Chaplain Program
 General Order 74, Line of Duty Death or Serious Injury
 General Order 90, Peer Support

ACCREDITATION REFERENCES

CALEA Chapter 22

KEY WORD INDEX

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POLICY

The Department recognizes that our members are our most valuable assets; therefore, the agency will prioritize their physical, mental, spiritual, and financial wellness. The Department will maintain a wellness program that provides access to initiatives and resources for employees and their family members, enhances holistic health and wellness, and prepares and supports agency members to handle the stress inherent to the profession.

DEFINITIONS

Critical Incident: An unusual occurrence, whether accidental, natural, or intentionally

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caused, which results or may result in substantial injury or harm to the public or significant damage to or loss of property. Examples include, but are not limited to, hurricanes, floods, tornadoes, civil disturbances, active threats (active shooter), explosions, major fires, and aircraft or train accidents.

Critical Incident Response Coordination: A coordinated effort, led by the Wellness Coordinator (or designee), to initiate immediate and ongoing peer support, following an agency member's exposure to a critical incident.

Critical Incident Stress Debriefing: A closed, confidential discussion of a critical incident with those directly involved before, during, and/or after a stressful event. This is coordinated and led by the Wellness Coordinator (or designee), and the discussion is intended to provide support, education, and an outlet for views and feelings associated with the event.

Debriefings are neither counseling nor an operational critique of the incident. Debriefing may be offered as soon as practical following an incident, so long as it does not interfere with any criminal or internal affairs investigation relevant to the incident.

First Responder Peer (Peer): A person who is not a licensed mental health clinician. Has experience working as or with a first responder regarding any physical or emotional conditions or issues associated with the first responder's employment, has been designated by the first responder's employing agency to provide peer support as provided in FS 111.09, and has received training for this purpose.

Peer Support: The provision of physical, moral, or emotional support to a first responder by a first responder peer for the purpose of addressing physical or emotional conditions or other issues associated with being a first responder.

Peer Support Team: A group of Department members with specialized training who lend support to Department members experiencing trauma and/or stress in their personal and/or professional lives.

PROCEDURES

I. BEHAVIORAL WELLNESS PROGRAM

A. Program Goals

1. Prioritize a wellness infrastructure and implement programming that is available and encouraged throughout the agency.
2. Educate members on the importance of lifestyle behaviors, including mental health, physical health, spirituality, and financial prosperity.

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3. Continue to enhance workplace policies and environments that reinforce positive lifestyle behaviors.
4. Connecting members' families and support systems to education and resources to adapt and thrive, given the unique stressors of being a first responder family.

B. Confidentiality

The participation, acceptance, and success of the Behavioral Wellness Program will be determined, in part, by members' trust. Confidentiality will be maintained in accordance with state and federal laws. Legal limitations to confidentiality include, but are not limited to, the report of child abuse, abandonment, or neglect; the exploitation of vulnerable adults; allegations of sexual misconduct; or danger to self or others.

II. BEHAVIORAL WELLNESS COORDINATOR

The Behavioral Wellness Program will be directed by a coordinator who is responsible for identifying, developing, and maintaining the program's internal and external initiatives and resources. The coordinator reports to the Director of Employee Resources and should collaborate with department members and professional external partners to fulfill the responsibilities of the position, including but not limited to:

- A. Identifying, developing, and maintaining internal and external initiatives and resources that enhance holistic wellness.
- B. Providing access to mental and behavioral health resources and education to all members and their families.
- C. Advising Command Staff and department leaders on department member support after a Critical Incident.
- D. Serving as Team Facilitator for the Peer Support Program to provide clinical oversight, logistics, and information on utilization.
- E. Conducting Stress Management appointments with recruit officers to provide support and education.
- F. Monitoring annual stress counseling for completion and maintaining culturally competent providers.
- G. Facilitating the delivery of wellness information, training, and support through educational workshops, family member education, in-service training, Check-On attendance, and other supervisory training.

III. CRITICAL INCIDENT RESPONSE COORDINATION

A Critical Incident Response Coordination is conducted to mitigate stress and traumatic impact on involved members.

A Critical Incident Stress Debriefing may occur if deemed appropriate under the Peer Support Team protocols. If conducted, every effort shall be made to accommodate the debrief as soon as practical, taking into consideration the involved members and agency needs.

Stress debriefings shall be conducted with the following guidance:

- A. The Stress Debriefing is not part of any investigative process; notes and recordings shall not be taken. Care should be taken not to release or repeat any communication made during a debrief unless otherwise authorized by policy, law, or a valid court order.
- B. Attendance at the debriefing should only include first responder peer support members and those directly involved in the incident.

IV. PHYSICAL FITNESS WELLNESS PROGRAM

The Department recognizes the importance of physical wellness and strives to ensure every member has access to resources to maintain and/or enhance their physical wellness. The Department will:

- A. Ensure the safety and cleanliness of the gym and other exercise equipment provided by the department.
- B. Encourage members to exercise and utilize the exercise on-duty standard, when possible, in accordance with General Order 46.
- C. Make physical wellness information and education available to members (e.g., nutrition, sleep habits, proper exercise, injury prevention, educational videos).
- D. Provide physical training for Police Officer Trainees while attending the academy to enhance familiarity and build confidence with their physical fitness abilities.
- E. Assist the Training Unit with coordination of the pre-employment and annual Physical Abilities Test (PAT) as required by the collective bargaining agreement.
- F. Determine possible exemptions to the required annual Physical Abilities Test.
 - 1. Members are exempt from participating in the PAT while pregnant and for 365 days after the conclusion of the pregnancy, which may include perinatal

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loss. Members may elect or volunteer to take the PAT during their exemption period; however, an unfavorable attempt prior to the end of the exemption period will not count against the member.

2. Members who have a current documented injury or have recently returned from an injury and request an exception from one (1) PAT will be evaluated on a case-by-case basis and may only be exempt with approval from a Deputy Chief or higher authority.

G. Assist the Training Unit with coordination of the bi-annual physical fitness incentive program as outlined in the collective bargaining agreement.

V. PHYSICAL FITNESS WELLNESS COORDINATOR

The Physical Fitness Wellness Program will operate under the direction of a coordinator, who will be responsible for designing, implementing, and managing programs focused on physical activity and healthy lifestyles. The coordinator reports to the Director of Employee Resources and should collaborate with department members and professional external partners to fulfill the responsibilities of the position, including but not limited to:

- A. Identifying, developing, and maintaining internal and external initiatives and resources that enhance physical wellness. These initiatives would include leading fitness classes, providing personalized support, hosting seminars, special events, and other related activities.
- B. Providing access to physical and nutritional resources and education to all members.
- C. Periodically assessing the effectiveness of the programs and making necessary adjustments.
- D. Develop strategies to promote programs and encourage participation.
- E. Assisting individuals with setting goals, developing exercise plans, and providing guidance on healthy eating.
- F. Educating employees on proper techniques and safety precautions to prevent injuries.
- G. Maintain accurate records of program attendance, participation data, and other relevant information.

VI. CHAPLAIN PROGRAM

The Chaplain Program is designed to assist Department members with personal, family, or job-related problems or concerns. The goal of this program is to provide a trusted individual in the department whom members may confide or seek guidance on a voluntary basis.

The Chaplain Program runs in accordance with General Order 73 but is a part of the overall Wellness Program.

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