

Chaplains

376.1 PURPOSE AND SCOPE

The Peoria Police Department Chaplain Program is established for the purposes of providing spiritual and emotional support to all members of the Department, their families and members of the public.

376.2 POLICY

It is the policy of this department that the Chaplain Program shall be a nondenominational, ecumenical ministry provided by volunteer clergy without financial compensation.

376.3 GOALS

Members of the Chaplain Program shall fulfill the program's purpose:

- By serving as a resource for Department personnel when dealing with the public in such incidents as accidental deaths, suicides, suicidal subjects, serious accidents, drug and alcohol abuse and other such situations that may arise.
- By providing an additional link between the community, other chaplain programs and the Department.
- By providing counseling, spiritual guidance and insight for Department personnel and their families.
- By being alert to the spiritual and emotional needs of Department personnel and their families.
- By familiarizing themselves with the role of law enforcement in the community. (22.2.3)

376.4 REQUIREMENTS

Candidates for the Chaplain Program shall meet the following requirements before formally being designated as a Law Enforcement Chaplain:

- Must be above reproach, temperate, prudent, respectable, hospitable, able to teach, not be addicted to alcohol or other drugs, not contentious and free from excessive debt. Must manage the household, family and personal affairs well. Must have a good reputation with those outside the church.
- Must be ecclesiastically certified and/or endorsed, ordained, licensed or commissioned by a recognized religious body.
- Must successfully complete an appropriate level background investigation.
- Must have at least five years of successful ministry experience within a recognized faith community.
- Membership in good standing with the International Conference of Police Chaplains (ICPC).
- Possess a valid driver license.

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376.5 SELECTION PROCESS

Chaplain candidates are encouraged to participate in the ride-along program before and during the selection process. Chaplain candidates shall successfully complete the following process prior to deployment as a chaplain:

- Submit the appropriate written application.
- Include a recommendation from their faith's community elders, board or council.
- Interview with Chief of Police and Chaplain Supervisor.
- Successfully complete an appropriate level background investigation.
- Complete an appropriate probationary period as designated by the Chief of Police.

376.6 DUTIES AND RESPONSIBILITIES

Chaplains are volunteer members of the Department, and except as otherwise specified within this policy, are required to comply with the Volunteer Program Policy and other applicable Department policies. The duties of a chaplain include, but are not limited to, the following: (22.2.3)

- Assisting in making notification to families of Department members who have been seriously injured or killed.
- After notification, responding to the hospital or home of the Department member.
- Visiting sick or injured law enforcement personnel in the hospital or at home.
- Attending and participating in, when requested, in funerals of active or retired members of the Department.
- Assisting other personnel in the diffusion of a conflict or incident when requested by on-scene staff.
- Responding to natural and accidental deaths, suicides and attempted suicides, family disturbances and any other incident that in the judgment of the Patrol Lieutenant or supervisor aids in accomplishing the mission of the Department.
- Being on call, and if possible on-duty, during major demonstrations or any public function that requires the presence of a large number of Department personnel.
- Counseling personnel with personal problems, when requested.
- Attending Department and academy graduations, ceremonies and social events and offering invocations and benedictions, as requested.
- Being responsible for the organization and development of spiritual organizations in the Department.
- Responding to all major disasters, such as floods, bombings and similar critical incidents.
- Providing liaison with other religious leaders of the community.
- Assisting public safety personnel and the community in any other function of the clergy profession, as requested.
- Participating in in-service training classes.
- Willing to train to enhance effectiveness.
- Promptly facilitating requests for representatives or leaders of various denominations.
- Making referrals in cases where specialized attention is needed or in cases that are beyond the chaplain's ability to assist.

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Chaplains may not proselytize or attempt to recruit members of the Department or the public into a religious affiliation while on-duty unless the receiving person has solicited spiritual guidance or teaching. If there is any question as to the receiving person's intent, chaplains should verify that the person is desirous of spiritual counseling or guidance before engaging in such discussion.

Chaplains may not accept gratuities for their services or any subsequent actions and follow-up while functioning as a chaplain for the Peoria Police Department.

376.7 CLERGY-PENITENT CONFIDENTIALITY

No person who provides chaplain services to members of the department may work or volunteer for the Peoria Police Department in any capacity other than that of chaplain.

Department chaplains shall be familiar with state evidentiary laws and rules pertaining to the limits of the clergy-penitent privilege and shall inform department members when it appears reasonably likely that the department member is discussing matters that are not subject to the clergy-penitent privilege. In such cases, the department chaplain should consider referring the member to a non-department counseling resource.

No chaplain shall provide counsel to or receive confidential communications from any Peoria Police Department employees concerning an incident personally witnessed by the chaplain or concerning an incident involving the chaplain.

376.8 COMMAND STRUCTURE

Under the general direction of the Chief of Police or a designee, chaplains shall report to the Senior Chaplain and/or Patrol Lieutenant.

The Chief of Police shall make all appointments to the Chaplain Program and will designate a Senior Chaplain/Chaplain Commander.

The Senior Chaplain shall serve as the liaison between the Chaplain Unit and the Chief of Police. He/she will arrange for regular monthly meetings, act as chairman of all chaplain meetings, prepare monthly schedules, maintain records on all activities of the Chaplain Unit, coordinate activities that may concern the members of the Chaplain Unit and arrange for training classes for chaplains.

376.9 OPERATIONAL GUIDELINES

Chaplains will be scheduled to be on call for a period of seven consecutive days each month, beginning on Monday and ending on the following Sunday.

Generally, each chaplain will serve with Peoria Police Department personnel a minimum of eight hours per month.

At the end of each watch, the chaplain will complete a Chaplain Shift Report and submit it to the Chief of Police or a designee.

Chaplains shall be permitted to ride with officers during any shift and observe Peoria Police Department operations, provided the Patrol Lieutenant has been notified and has approved the activity.

Chaplains shall not be evaluators of employees.

In responding to incidents, a chaplain shall never function as an officer.

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When responding to in-progress calls for service, chaplains may be required to standby in a secure area until the situation has been deemed safe.

Chaplains shall serve only within the jurisdiction of the Peoria Police Department unless otherwise authorized by the Chief of Police or a designee.

Each chaplain shall have access to current personnel rosters, addresses, telephone numbers, duty assignments and other information that may assist in his/her duties. Such information will be considered private; each chaplain will exercise appropriate security measures to prevent distribution of the data.

376.9.1 UNIFORMS AND BADGES

Identification and the necessary safety equipment will be provided for the chaplains. Chaplains will wear civilian attire that complies with department guidelines for non-uniformed personnel.

376.10 TRAINING

The Department will establish a minimum number of training hours and standards for department chaplains. The training may include stress management, death notifications, post-traumatic stress syndrome, burnout for officers and chaplains, legal liability and confidentiality, ethics, responding to crisis situations, the law enforcement family, substance abuse, suicide, officer injury or death, and sensitivity and diversity, as approved by the Training Sergeant.