


<p style="text-align: center;">FAIRFAX COUNTY POLICE DEPARTMENT</p>  <p style="text-align: center;">GENERAL ORDER</p>	<p>SUBJECT: HEALTH AND WELLNESS DIVISION</p>		<p>NUMBER: 413</p>
	<p>EFFECTIVE DATE: June 17, 2024</p>	<p>REVIEW: June 2028</p>	
<p>RESPONSIBLE ENTITY: HEALTH AND WELLNESS DIVISION</p>			<p><input type="checkbox"/> New Directive <input checked="" type="checkbox"/> Replaces: GO 430.4 <input type="checkbox"/> Revised:</p>
<p>ACCREDITATION STANDARDS</p>	<p>CALEA: VLEPSC: ADM 23.04</p>		

I. PURPOSE

The purpose of this policy is to establish guidelines and procedures for all employees on the role and usage of the Health and Wellness Division (HWD).

II. POLICY

It is the policy of the Fairfax County Police Department (FCPD) to provide information, education, and support to all Department personnel. These objectives include, but are not limited to, providing multiple resources in response to employees involved in traumatic or critical incidents, such as shootings, motor vehicle accidents, and other incidents as well as ensuring proper after-care is available in an effort to promote overall employee psychological and emotional wellness. Accordingly, the FCPD shall maintain employee access to an array of support services, to include but not be limited to, a Peer Support Team, psychologists, clinicians, police chaplains, and other County or contracted wellness services.

III. DEFINITIONS

- A. **Director:** A licensed clinician who is specifically trained to provide services to department sworn officers, professional staff, retirees, and their family members, and serve as a liaison to the Department's licensed clinician(s) and psychiatrist while working in collaboration with the Peer Support Team, Chaplains, and WellFit program. Provides additional support to Department personnel by connecting them to Human Resources to assist with other benefits such as Family Medical Leave Act, Paid Family Leave, and Restricted Duty.
- B. **Health and Wellness Division (HWD):** A comprehensive array of Department employee support services, to include a Director, the Peer Support Team, Peer Support Canine Team, Licensed Clinicians, psychiatrist, police chaplains, WellFit Program, Employee Assistance Program (EAP), and other contracted services designed to help Department sworn officers, professional staff members,

retirees, and their family members maintain overall professional and personal wellness. HWD program will be evaluated on an as needed basis for continued need and/or improvement.

- C. **Licensed Clinician:** Contracted mental health professional who is available 24/7 to provide training, psychoeducation, debriefs, and assistance with behavioral health services to all department sworn officers, professional staff, retirees, and their family members.
- D. **Peer Support Team:** A team consisting of department personnel specifically trained to provide services and support directly to all department sworn officers, professional staff, retirees, and their family members. Peer team is trained to respond to any potentially traumatic events or critical incidents. The peer support team also includes a peer support service canine to provide comfort and stress relief.
- E. **Police-Affiliated Critical Incidents (PACI):** Any sudden, powerful, and often traumatic event in which an individual suffers serious injury or death during their contact with an officer and the officer's actions may be subject to criminal liability or a criminal investigation. This can include, but is not limited to, the deployment of deadly force, less-lethal force or use of a restraint technique, Precision Immobilization Technique, vehicle pursuits, cruiser crashes, in-custody deaths, or any other intentional or unintentional action that results in serious injury or death of an individual.
- F. **Police Chaplain:** Clergy member who has received both general and spiritual training certifications and may be assigned to any district station, division, bureau, or remain at-large and provides Department employees, retirees, and their family members with both emotional and spiritual support.
- G. **Police Psychologist:** Department-contracted psychologist available at any time to provide psychological and/or emotional assistance to Department members.
- H. **Psychiatrist:** Department-contracted mental health professional available to help with medication management to all department sworn officers and professional staff.
- I. **WellFit:** Department exercise program which seeks to provide world class physical fitness coaching, recovery and rehabilitation services, and overall wellness enhancement to department sworn officers and professional staff.

IV. GENERAL PROCEDURES

- A. **Authority:** HWD falls within the purview and command of the Administrative Support Bureau (ASB). Where the ASB Commander is unavailable, HWD shall be overseen by the HWD Director or their designee.
- B. **Responses:** The ASB Commander, HWD Director, HWD Commander, Peer Support Team, Licensed Clinicians, and Police Chaplains shall respond to the following:
 - 1. Incidents resulting in the death or serious injury of any individual.
 - 2. Incidents involving the line of duty death or serious injury of any employee.
 - 3. PACIs or other incident as determined by the Duty Officer or field supervisor.
 - 4. Any death, serious injury, or medical emergency occurring off-duty.
 - 5. Other agency requests as approved by the Chief of Police or their designee.
- C. **Notifications and Response:** The ASB Commander, HWD Director, and HWD Commander shall be notified whenever any PACI or critical incident occurs to direct resources and make appropriate notifications. The HWD Director will coordinate with the HWD Commander to activate the Licensed Clinicians, Peer Support Team, and Police Chaplains to ensure the proper HWD response is provided at the scene when needed.
- D. **First Report of Injury Documentation:** Officers involved in critical incidents or PACIs shall have the "Employer First Report of Injury" documentation submitted on their behalf in order to document any possible future claims that may involve behavioral health. This form shall be completed by the first-line supervisor and submitted the HWD Director, who will submit it to an adjuster retained by Risk Management. No action shall be required on the part of any affected officer or supervisor.
- E. **Critical Incident Exposure Report:** Officers who are exposed to or witness any impactful, potentially traumatic event, or critical incident will have a "Critical Incident Exposure Report" submitted on their behalf by their supervisor. This form should be submitted either via encrypted email or via a sealed envelope marked "confidential" to the Health and Wellness Division. The form can only be obtained and viewed by the employee, their supervisor, licensed clinicians, HWD Director and HWD Commander. This is not a worker's compensation claim form.

V. LICENSED CLINICIANS

- A. **Department Responsibilities:** The Department shall provide appropriate services designed to help all employees maintain their professional and personal

mental health and wellness. Access to these services shall also extend to family members of current employees, retired employees, or family members of employees who have died in the line of duty. Mental health service access shall be provided to all employees whenever they have been:

1. Relieved of Duty.
2. Separated from Employment.
3. Placed on Administrative Leave.
4. Retired from the Department, or.
5. Placed on Restricted Duty or Modified Restricted Duty Status.

Services shall continue to be made available for up to one month after separation or one month after the conclusion of any grievance process or appeal concerning the employee's separation, whichever occurs later.

- B. **Responsibilities** Licensed clinicians are available to assist any Department sworn officer, professional staff member, or retiree in maintaining their overall mental health and wellness. Licensed clinicians also respond at the direction of the HWD Director to assist officers involved in any PACI or designated event where employees may potentially experience trauma. Licensed clinicians may also be requested to provide training, seminars, and/or education to any Department sworn officer or professional staff member.
- C. **Duties:** Licensed clinicians provide advanced-level professional clinical work, direct clinical prevention, behavioral health, substance use treatment, or other relevant services for any Department sworn officer, professional staff member, and retirees. Any Department sworn officer, professional staff member, or retiree may request the assistance of a licensed clinician at any time via telephone, electronic communication, or through their supervisor. The services provided may include crisis intervention, psychological assessment, evaluation, diagnosis, psychotherapeutic treatment, and coordination of appropriate services. During and following any PACI, licensed clinicians assess the psychological well-being of any potentially affected employee(s) and provide an initial assessment of their psychological/emotional state, as well as assess their current ability to resume their duties. This information is shared with ASB Commander and the HWD Director. Other information shared includes when the information clearly meets the criteria of mandated reporting requirements regarding safety to self or others. The licensed clinicians coordinate and provide post-PACI psychoeducational information and support regarding potentially traumatic events inflicted upon an employee(s) and provide follow-up care and coordination of services.

1. Licensed clinicians provide the following clinical services:

- a. Care modalities, to include individual therapy.
- b. Referrals to conjunctive or alternative care services where appropriate.
- c. Development, implementation, and evaluation of psychological/emotional wellness and prevention programs (ex: seminars, stress management workshops, self-care strategies, re-entry programs for military veterans).
- d. Providing appropriate comfort and/or grief counseling services in the event of a serious injury or death involving any FCPD current or former employee.
- e. Post-incident evaluation of employee morale, mindset, and psychological/emotional status.
- f. Advice and assistance to the Department in implementing appropriate interventions to help maintain employee's psychological and emotional well-being.
- g. Assist with mandatory wellness checks for all sworn officers as mandated by Department policy.

D. **Fit for Duty Assessments:** Licensed clinicians at the Fairfax County Public Safety Wellness Center do not perform Fitness for Duty evaluations. Contracted Licensed Psychologists/Licensed Clinicians from separate entities who specialize in training to perform testing for these cases provide specialized evaluation and testing whenever required by the Chief of Police, ASB Commander, or their designee.

E. **Return to Duty Plan:** The HWD Director will work with officers to develop a Return to Duty Plan when extenuating circumstances require an officer to be temporarily removed from their duty assignment. The officer will be placed on restricted duty by the ASB Commander and will be required to work with the HWD Director to develop a comprehensive plan that addresses the specific needs of the officer in relation to their behavioral health. This will include but not limited to accommodations and flexibility regarding work assignment, mental health support, peer support, training and education, and wellness initiatives. The HWD Director will continuously assess the effectiveness of the Return to Duty Plan and make necessary adjustments based on feedback from officers and behavioral health professionals. The HWD Director will regularly review the plan

to ensure it is aligned with best practices and will ensure its success and effectiveness.

- F. **Confidentiality:** Confidentiality parameters are reviewed with any employee who seeks assistance or is ordered to have contact with a licensed clinician. Department sworn officers and professional staff privacy rights as provided by all applicable laws and ethical guidelines will always be protected, however there are exceptions where confidential information will be reported. This includes circumstances where there is a risk of serious injury/harm or death to oneself or others, or suspicion of child or elderly abuse or neglect. Confidential information may also be released if the employee provides verbal consent, signs a release of information, or by court order.
- G. **Commander Responsibilities:** Commanders who require further guidance on the roles and responsibilities of licensed clinicians should contact the HWD Director as specific cases dictate. Commanders should also consider special consideration of the use of licensed clinicians during any administrative investigations where an employee is relieved of duty, involved in a crisis, or experiences unique stress or challenge to their personal and/or professional lives. While employees who are relieved of duty are not required to meet with a licensed clinician, relieving authorities will inform the employee of this service at the time of relief.

VI. PEER SUPPORT TEAM

- A. **Authority:** The Peer Support Team is a fully Critical Incident Stress Management (CISM) accredited entity. The HWD Peer Support Team consists of the HWD Director, HWD Commander, HWD Peer Support Team Members, and a Licensed Clinician. The peer support team consists of a volunteer representative of department sworn officers and professional staff from various stations or sections within the department. To remain in compliance with the peer support team accreditation, members interested are required to complete the membership application, if selected attend the peer support team school or required training. The peer support team will be selected by the HWD Director, HWD Commander, HWD Peer Support Team members, and licensed clinician. The HWD Commander directly reports to the HWD Director and promptly notifies of any potential traumatic event or critical incident involving a department sworn officer and professional staff and determines the appropriate level of response from the Peer Support Team. Peer Support Team members are trained in all areas pertinent to potentially traumatic events or critical incidents. All peer support team members/volunteers are required to attend quarterly meetings and successfully complete any designated relevant training sessions.

B. **Duties:** Peer Support Team members shall provide the following services:

1. Timely support services as needed whenever responding to a PACI scene, to include providing confidential support to any affected employee(s), contacting family members, arranging for transportation and food, etc.
2. Appropriate critical incident education services.
3. Act as a liaison with and provide assistance as needed to police chaplains.
4. Participate in debriefing sessions with any affected employee(s), the Major Crimes Bureau (MCB), and Internal Affairs Bureau (IAB) as appropriate.
5. Coordinate long-term assistance with the assistance of the HWD Director and HWD Commander.
6. Peer Support Canine provides assistance, affection, and comfort to department sworn and professional staff when needed. As well as provide support to community members who may have experienced a potentially traumatic event.

C. **Commander Responsibilities:** Commanders and/or first-line supervisors who require the assistance of the Peer Support Team in conjunction with a potentially traumatic event, critical incident or other related services can request assistance either through contacting the HWD Director, HWD Commander, Department of Public Safety Communications (DPSC) or the Police Liaison Commander (PLC). The PLC will be provided with an updated on-call roster of HWD Peer Support Team members to ensure timely notifications.

D. **Confidentiality:** The HWD Peer Support Team is a fully accredited entity. Employees who receive Peer Support Team services are advised as to the limits of this confidentiality prior to engaging in any discussion with a Peer Support Team member. Peer Support Team members maintain appropriate levels of confidentiality. Unauthorized disclosures of information pertaining to specific incidents learned through Peer Support Team does not occur unless such disclosure is required in circumstances that include a risk of serious injury or death to oneself or to others, or suspicion of child or elderly abuse or neglect. Confidential information may be released if an employee voluntarily agrees to sign a release information, provides verbal consent, or by court order.

1. Peer Support Team members involved in criminal or administrative incidents/investigations shall not be assigned to provide Peer Support Team member assistance until the incident/investigation has been resolved.

Members are required to advise the HWD Director and HWD commander whenever they become involved in a criminal or administrative investigation.

2. Peer Support Team members shall not be interviewed by Department investigative authorities concerning matters in which the Peer directly obtained confidential information. Unless exigent circumstances exist, requests to interview Peer Support Team members shall be directed to the Chief of Police.

VII. POLICE CHAPLAINS

- A. **Authority:** The FCPD Chaplain Unit operates at the direction of the Chief of Police or their designee in conjunction with the HWD Director and HWD Commander for potentially traumatic events, critical incidents, and follow up for other events. Police chaplains are volunteers, wear department issued uniforms and carry a police chaplain badge but have no police powers. Police chaplains are considered honorary members of the Department's Command Staff, and the unit consists of the Police Chaplain Coordinator, Police Chaplain Deputy Coordinator, and volunteer police chaplains from varying religious denominations. The Police Chaplain Coordinator and Police Chaplain Deputy Coordinator help with the daily operations of the Police Chaplain Unit. The HWD Director and HWD Commander oversee the daily operations of the Police Chaplain Unit. The Police Chaplain Coordinator is assisted by the HWD Director, HWD Commander, and the Officer assigned as the Volunteer and Community Outreach Coordinator to approve all police chaplains prior to assignment.
- B. **Qualifications:** Police chaplains shall have the following qualifications:
 1. Police chaplains shall be ordained, invested, or certified members of the clergy in good standing endorsed for chaplaincy by their recognized religious denomination with at least 3 years of full-time ministry experience or comparable.
 2. Police chaplains should be available to serve on a 24-hour on-call basis as determined and regulated by the HWD Director and possess a valid operator's license. Police chaplains must answer phone calls and/or messages for emergency callouts even if they are unable to respond.
 3. Police chaplains shall apply to the Police Chaplain Coordinator and then be approved by the HWD Director, HWD Commander, and Volunteer and Community Outreach Coordinator before successfully undergoing a background check by Personnel Resource Division (PRD) prior to assignment

and should not have any criminal history nor any record of engaging in previous criminal conduct.

4. Police chaplains should have Clinical Pastoral Education (CPE) training or similar and have some law enforcement experience.
- C. **Duties:** Police chaplains assist Department employees whenever requested by the HWD Director, HWD Commander, Police Chaplain Coordinator, any commander or supervisor, or any Department employee. Chaplains are available to provide support during any PACI, line of duty death or injury, off-duty death (as requested), motor vehicle accident, incidents that involve juveniles (ex: death, abuse, school violence), and community disasters. Any situation that exceeds the scope and capabilities of a Police Chaplain should be referred to other Department resources for additional assistance.
- D. **County Residents:** Police chaplains are available to respond to calls for service of County residents who are involved in potentially traumatic events, who request a chaplain to provide emotional or spiritual support, or to assist any officer with a death notification. These requests should be routed to the Police Liaison Commander (PLC) or DPSC Supervisor who shall then call out the district chaplain or any available chaplain as needed.
- E. **Other Events:** Police chaplains are available to provide opening/closing prayers at official ceremonies, graduations, events, or assist with religious services (ex: weddings, funerals, baby naming).
1. **Classes:** Police chaplains may be requested to teach classes to Department personnel on topics such as: Emotional and Spiritual Survival; Death Notification; Clergy Role in a CDU Event; Moral Injury; Crisis Intervention; Spiritual Wellness, or other classes if requested.
 2. **Bureau/Division Events:** Police chaplains may attend roll calls, participate in ride-alongs, or assist officers working a shift to develop relationships and familiarity with employees. Police chaplains should periodically meet with their respective assigned commanders and attend, whenever possible, community events and programs to further relationships between the Department and the community, as well as serve as a liaison between District Stations and Faith Community leaders.

VIII. WELLFIT PROGRAM

- A. **Authority:** The WellFit Performance Center (WellFit) is a partnership between the Fairfax County Police Department and the Fairfax County Fire & Rescue Department to invest in the County's public safety personnel. The mission of WellFit is to provide world class physical fitness coaching, recovery and rehabilitation services, and overall wellness enhancement to the public safety personnel of Fairfax County. WellFit is staffed by a cadre of strength & conditioning coaches, a registered dietitian, an athletic trainer, and physical therapists. The FCPD's involvement in WellFit is administered by the WellFit Supervisor and the FCPD Strength & Conditioning Coordinator.
- B. **Duties:** FCPD WellFit seeks to maximize the potential of Department personnel by promoting a culture of health and wellness, especially where physical performance intersects with officers' ability to prevent and fight crime in the communities of Fairfax County. In addition, this program strives to:
1. Improve the overall wellness and physical performance of FCPD officers by facilitating access to educated assistance, goal setting, functional exercise equipment, and continuing education regarding wellness, injury prevention, and exercise.
 2. Enhance the culture of safety in the community by improving officers' ability to make decisions in tense situations with targeted cardiovascular conditioning and practicing control of the physical response to sympathetic activation.
 3. Improve safety and reduce the cost of time lost to on-the-job injuries by encouraging officers to use wellness time to perform functional exercise designed to enhance officers' job task related physical performance (muscular strength, muscular endurance, power, and cardiovascular endurance) through consistent education, equipment, and support from knowledgeable peers.
 4. Officers will collaborate with WellFit while on medical restricted duty, and may be required to work with staff at WellFit Performance Center to augment any medical services that the treating provider concurs will help with an officer returning to full duty.
 5. Harness technology and educational resources to reach officers across the department, regardless of work location or assigned shift.

General Order 413 becomes effective on the above date and rescinds all previous rules and regulations pertaining to the subjects.

ISSUED BY:



Chief of Police

APPROVED BY:



County Executive