

44.2.15 MISSING AND RUNAWAY JUVENILES

- A. All employees shall be knowledgeable of and comply with the provisions of 2901.30 of the O.R.C. This chapter addresses the taking and investigation of missing juveniles and their notes of return.
1. When a call is received indicating that a child may be missing, an officer shall be assigned to investigate.
 - a. There is no minimum waiting time requirement that the child must be missing for the officer to take the report.
 - b. Prompt action shall be taken including but not limited to concentrated efforts to locate the missing child.
 - c. The officer shall gather information readily available about the missing child as well as a current photograph, if available.
 2. If initial investigation reveals that the child has become lost or is possibly the victim of a criminal act, such as abduction or kidnapping, the officer shall immediately notify a supervisor.
 - a. Upon becoming acquainted with the facts of the case, the supervisor shall determine if the Criminal Investigation Unit is to be notified immediately, if disappearance involves a criminal act, or if any other special efforts to locate a missing child are to be initiated.
 - b. When circumstances dictate, and within the parameters of the program, the AMBER ALERT program shall be activated.
 3. The investigating officer will provide information gathered to the Communications Unit as soon as possible so that the juvenile can be entered into the LEADS/NCIC system, a radio broadcast to Mentor units can be affected, and a teletype can be developed to distribute to the northeast quadrant of Ohio police agencies.
 - a. A missing juvenile shall be entered into LEADS/NCIC within 12 hours of the initial call received.
- B. Follow-up Investigation
1. All missing juvenile complaints shall be assigned to the juvenile operations component for follow up investigation.
 2. The investigating officer shall make every reasonable effort appropriate to locating the missing child.
 3. If the juvenile is missing for 30 days, the investigator shall request written consent from the parent/guardian to obtain the juvenile's dental records.
 - a. If consent is given, the dentist must release the records and the information from those records must be entered LEADS/NCIC.
 - b. This procedure can be completed prior to the 30-day deadline if the investigator determines that such information may aid the investigation.
 4. With parental consent provided, school officials are required to provide any available information to the investigator upon being notified that the child is missing.

5. Law enforcement agencies and county children/human services boards are required to provide the investigator with any available information on a missing child. No consent is required from parent or guardian.

C. Returned Missing Juveniles

1. When a missing juvenile returns home, an officer will be dispatched to that location to confirm the return of the missing juvenile.
 - a. If the juvenile is located outside the City of Mentor, other sources (preferably police agencies) will be used to confirm the return of the missing juvenile.
 - b. All entries into LEADS/NCIC will be removed from the system and all teletypes concerning the missing juvenile shall be cancelled.