


TEXARKANA POLICE DEPARTMENT

GENERAL ORDERS MANUAL

SUBJECT	Department Police Chaplain		
NUMBER	1101.07	EFFECTIVE DATE	June 01,2010
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APPROVED BY		ALEAP Standards	

I. Scope and Purpose

- A. The mission and fundamental goal of the Texarkana Police Department places the Agency in incidents and circumstances that routinely require a tremendous amount of involvement with the citizens of the community in which we serve. In addition, the officers of the Department often undergo significant changes within their lives or become involved with a wide array of stressful situations wherein spiritual guidance and counseling would become quite beneficial. In an effort to address the unique nature of many of these incidents, the Department has incorporated procedures and developed a program by which the officers of the Agency—as well as the public in which we serve—are able to gain access to confidential and meaningful spiritual guidance and counseling when appropriate.

II. Policy

- A. It shall be the policy of the Texarkana Police Department to recruit, enlist and maintain the services of an ordained or licensed clergyman who shall be required to remain dedicated to the needs of the Department and steadfast in their willingness to assist the Agency and its officers, their families and at times the citizens of the community during periods and under circumstances deemed appropriate.

III. Administrative Requirements and Standards of the Police Chaplain

- A. The following is a list of mandatory administrative requirements and standards a clergyman must achieve and maintain before enlisted into the Department’s Police Chaplain position:
1. The eligible clergyman must either be an ordained or licensed minister who is recognized within an established religion or denomination;
 2. The clergyman should be a full-time minister and affiliated with an established church within the geographic area of Texarkana, but exceptions will be considered and remain dependent upon the individual qualifications inherit of the clergyman.
 3. In order to assist the officers of the Department, the Chaplain must make themselves available in an “on-call” basis and stand ready to respond to the needs of the Agency;
 4. Foster a genuine concern for the welfare of the officers of the Department and their families;
 5. Maintain an understanding of the basis of the law enforcement career field while accepting the career field’s unique operational demands;

Page 1 of 3 Number: 1101.07	Effective Date: June 01,2010
Subject: Department Police Chaplain	Revision Date:

6. The eligible clergyman must not have any felony criminal violations within his/her history;
7. The eligible clergyman must have a valid driver's license with no history of major traffic violations; and
8. Must sign a waiver of liability agreement with the City of Texarkana, Arkansas before he/she can participate in any type of ride-along program with the officers of the Department.

IV. Duties and Responsibilities of the Police Chaplain

- A. Police Chaplains will be assigned to an on-call twenty-four (24) hour system maintained on a rotation schedule with other Police Chaplains;
- B. The Police Chaplain will attend funerals of active and retired members of the Texarkana Police Department;
- C. The Police Chaplain will be tasked with attending graduations, promotional ceremonies, awards ceremonies, dinners, and appropriate social events. When called upon, the Police Chaplain will offer invocations and benedictions;
- D. The Police Chaplain will make themselves available to all members of the Department as well as their family members in times of illness, injury, sorrow and stress;
 1. The Department Police Chaplain is not intended to replace the Department member's personal clergyman/minister, and in all situations that deem it necessary to inform the Department member's personal clergyman/minister, such notifications should be made.
- E. Department Police Chaplains must average a minimum of at least eight (8) hours of riding time each month;
- F. Conversations occurring between a Chaplain and any officer within the Department shall remain private and confidential;
 1. Police Chaplains will be provided with current personnel rosters that contain addresses, telephone numbers and other similar information that will assist in the completion of their duties. This information is strictly confidential and shall be treated as such.
- G. When approved by Department Supervisors, Police Chaplains are permitted to ride with officers of the Department in order to observe the operational demands of the Department;
 1. Police Chaplains are not evaluators or supervisors, and they shall not be required to report on an officer's job performance or his conduct.
- H. When responding to a police incident, a Police Chaplain shall not ask to volunteer or function as a police officer;
- I. Police Chaplains may attend Department sponsored in-service training, and they are encouraged to do so;
- J. Police Chaplains will receive information from the Personnel and Training Officer when a member of the Department or a member within their family has been hospitalized;
- K. Police Chaplains shall remain available to assist an officer with the process of delivering death notifications of any nature;

Page 2 of 3 Number: 1101.07	Effective Date: June 01,2010
Subject: Department Police Chaplain	Revision Date:

- L. Upon the request of a shift supervisor, a Police Chaplain may be called upon to assist with counseling needs at family violence calls, attempted suicides, runaways, alcohol & drug abuse situations and other situations as deemed appropriate by the shift supervisor.
 - 1. It is important to note any form of counseling that carries the tone of religious intervention shall remain the responsibility of the Police Chaplains instead of other Department employees. Because of issues related to manpower, it is not feasible for a Department police officer to remain in a stand-by mode during such intervention by a Police Chaplain. The Police Chaplain shall make the determination of the need for religious counseling and intervention, and he/she shall serve as an available resource to the person(s) in need. Other useful resources such as mental health providers or the Department of Human Services should remain viable options as indicated by the circumstances involved.
- M. During instances that find the deployment of deadly force by any member of the Department, and upon the request of the affected officer, the Police Chaplain shall be remain in a position to offer spiritual counseling to the affected employee after the completion of the employee's psychological debriefing.
 - 1. If the officer so desires, the Police Chaplain shall remain available to accompany the officer to his home for the officer's initial contact with his/her family following such an incident.

V. Notifications of Police Chaplains

- A. The following list contains a series of crisis driven incidents that necessitates the notification and subsequent response of Department Police Chaplains:
 - 1. The Police Chaplain shall be notified in the event an officer is seriously hurt, wounded and taken to the hospital;
 - 2. The Police Chaplain may be notified in the event of a fatality involving a member of the Department. The Chaplain would relate this information to the officer's family and/or clergyman. Should the Department member become seriously injured to the degree death is a consideration, and the member is of the Catholic or Episcopal faith, the need to notify a priest becomes an immediate concern;
 - 3. During situations that find an officer investigating a serious or fatal accident, and the officer believes the Police Chaplain's assistance would be helpful to either him or others involved, the officer should contact his supervisor to receive permission to activate the assistance of the Police Chaplain.
 - a. The Police Chaplain shall be called to assist officers during a response to any major disaster to include train accidents, aircraft accidents, severe weather that has caused massive destruction, explosions or serious traffic crashes.
 - 4. The Police Chaplain may be called upon to respond to any Department SWAT Operation involving a hostage or similar crisis situation. The Police Chaplain's function during such a response would be centered upon communication with the suspect and/or meet with family members affiliated with either the hostage or the suspect should the development of the circumstances allow for such an intervention. The SWAT Commander will supervise the Police Chaplain during any such response.

Page 3 of 3 Number: 1101.07	Effective Date: June 01,2010
Subject: Department Police Chaplain	Revision Date: