County of San Bernardino  
Department of Behavioral Health  

Possession of a Weapon Procedure

Effective Date: 7/94  
Revision Date: 03/23/10  

Allan Rawland, Director

Purpose: To provide a protocol for Department of Behavioral Health (DBH) staff on how to respond to clients or any other person in possession of a weapon on DBH premises.

Responding to Weapon Possession: DBH staff are not permitted to accept weapons. When responding to anyone who brings or is in possession of a weapon on DBH premises, staff shall follow the steps below:

<table>
<thead>
<tr>
<th>If...</th>
<th>Then...</th>
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</table>
| A person is known to have a weapon | • Report the possession to the Clinic Supervisor and security personnel immediately  
• Clinic Supervisor will request security personnel escort the person from the facility  
• Clinic Supervisor will arrange to document the incident in the chart, if the individual is a client  
• Clinic Supervisor shall call law enforcement  
• Clinic Supervisor will follow the [Special Incident Reporting Procedure – Client Related](#), if the individual is a client or report via the [Unusual Occurrence/Incident Report](#) if the person is not a client  
• Clinic Supervisor will report the incident to the Director’s Office for review and service termination consideration |

| Treatment is in progress for a client when the weapon is discovered | • Treatment session shall be immediately terminated  
• Treating staff member will discreetly report the discovery to the Clinic Supervisor and security personnel |

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Possession of a Weapon Procedure, Continued

Responding to Weapon Possession (continued)

<table>
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<tr>
<th>If...</th>
<th>Then...</th>
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</table>
| Treatment is in progress for a client when the weapon is discovered (continued) | • Clinic Supervisor will call law enforcement  
• Clinic Supervisor will call security to escort the client in possession of a weapon from the facility  
• Treating staff member will document the incident in the chart  
• Clinic Supervisor will follow the Special Incident Reporting Procedure – Client Related  
• Clinic Supervisor will report the incident to the Director’s Office for review and service termination consideration |

| The person refuses to comply with security personnel to leave the premises | • Clinic Supervisor or designee is to:  
  o Ensure clinic safety, including the removal of bystanders  
  o Ensure local law enforcement is or has been immediately contacted |

Prior Tarasoff Threat and Possession of Weapon

In accordance with Tarasoff, clients who have made a serious threat of physical violence against a reasonably identifiable victim or victims, are prohibited from having in his/her possession any firearms or any other deadly weapon for a period of six (6) months following the date law enforcement was notified of the Tarasoff threat.

If a client meeting this criteria possesses a weapon, law enforcement must be notified immediately by a licensed psychotherapist, as defined by Evidence Code 1010 (a) to (e), in accordance with Welfare and Institutions Code 8105 (c).

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### Possession of a Weapon Procedure, Continued

#### Termination of Services
The following steps shall be taken regarding termination of services:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
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</thead>
<tbody>
<tr>
<td>Upon receipt of an incident report pertaining to a client possessing a weapon</td>
<td>The applicable Deputy Director (DD) will make a recommendation to the Director or designee whether to terminate services.</td>
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<tr>
<td>Upon receipt of the recommendation</td>
<td>The Director or designee will render a decision and notify the applicable DD and Program Manager (PM).</td>
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<tr>
<td>If it is determined that services will be terminated</td>
<td>The Director’s Office shall send the <strong>Termination Letter</strong> no later than three (3) business days after the decision is made.</td>
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</tbody>
</table>

#### References
- California Penal Code, Sections 171b, 7512, 12027, 12071.1 and 12071.4
- Welfare and Institutions Code, Sections 8100 and 8105

#### Related Policy or Procedure
- County of San Bernardino Policy Manual No. 09-08: *Violence and Threats in the Workplace - Zero Tolerance Policy*
- DBH Standard Practice Manual SFT7023: Assaulitive Behavior Plan Policy
- DBH Standard Practice Manual SFT7015: Threats of Assault on DBH Staff Policy
- DBH Standard Practice Manual SFT7016: Special Incident Reporting Procedure – Client Related