



# **East Lothian and Midlothian Public Protection Committee**

## **The Herbert Protocol**

## Introduction and scope

Within Midlothian 941 people live with a Dementia diagnosis. In East Lothian 1086 people live with a diagnosis of dementia. <sup>1</sup>

People living with dementia often have loss of short term memory but can recall memories from decades earlier. Sometimes those who are reported missing are attempting to make their way to a place of previous significance to them. A person with a dementia diagnosis may be more vulnerable if reported missing due to impact of common features of many types of dementia. These can include a combination of disorientation to time, place and person, short and long term memory loss, impairment of judgement of everyday situations

The Herbert Protocol is an information gathering tool to assist the police to find a person living with dementia who has been reported missing, as quickly as possible.

The Herbert Protocol is a nationally recognised scheme supported and endorsed by Police Scotland. It is, a form with sensitive information completed and held by a member of the persons family or by a care facility. This form can quickly be given to the police in the event of someone going missing. It help police to quickly access important information, avoiding unnecessary delays in gathering information such as where the person grew up, favourite places, former or current hobbies, GP contact details, a photograph of the person, with consent to share this on social media should it be required.

### Information sharing

The Herbert Protocol form (See Appendix 1) is completed, owned and held by completed by family/relatives/ care facility to share as and when needed. This can be electronically stored or kept in a place that it is easy to retrieve in the home. Care Homes can choose to add it to care plans, with carer consent.

**This is not held on database centrally to ensure that the information is kept up to date and to comply with GDPR.**

The Herbert Protocol can be used in conjunction with the Purple Alert App. This is a mobile app designed by Alzheimer Scotland that allows the community to help if someone with Dementia is missing. This allows the main carer to share information regarding the missing person at the point of crisis and allows for eyes and ears on the ground immediately helping with the search.

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<sup>1</sup> Public Health Scotland November 2020.

## Appendix 1



**The Herbert Protocol** is an information gathering tool to assist the police to find a person living with dementia who has been reported missing, as quickly as possible.

This form is designed to be completed by a family member, friend, neighbour, primary carer or other circles of support; with copies of the form being held by all relevant people. It is a good idea to fill in this form after diagnosis so you are prepared. Keep it as up-to-date as possible. If you answer 'Yes' to any of the questions please give further details. If you need more space, please use the 'additional information' box at the end of the form.

**If you are concerned about a person living with dementia and believe they are missing, this is an emergency and you MUST dial 999. Please ensure you make this form immediately available to the attending police officers.**

### Photographs

Experience has shown that, if someone goes missing and is at risk, circulating their photograph has proved to be one of the most effective ways of assisting an enquiry to trace them quickly.

In the event of someone going missing the police may use the photograph by sharing it on social media, mainstream media or for other public appeals.

Ideally, provide a facial close up  and a full-length picture. 

Please attach photographs to this form ASAP

### General information

Full name of the person	
Known as / preferred name	
Current telephone number	
Date of birth and place of birth	
Language/s spoken (please list)	
Marks / scars / tattoos	
Has the person been missing before? If yes, please provide further details, such as, when and where they were found.	

### Ethnic group

<p><b>WHITE</b></p> <p><input type="checkbox"/> Scottish/Welsh/English/Northern Irish/British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Gypsy or Irish Traveller</p> <p><input type="checkbox"/> Any other White background</p> <p><i>Please indicate here:</i></p>	<p><b>MIXED/MULTIPLE ETHNIC GROUPS</b></p> <p><input type="checkbox"/> White and Black Caribbean</p> <p><input type="checkbox"/> White and Black African</p> <p><input type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> Any other Mixed/multiple ethnic background</p> <p><i>Please indicate here:</i></p>
<p><b>ASIAN or ASIAN BRITISH</b></p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Any other Asian background</p> <p><i>Please indicate here:</i></p>	<p><b>BLACK/AFRICAN/CARIBBEAN/BLACK BRITISH</b></p> <p><input type="checkbox"/> African, African Scottish or African British</p> <p><input type="checkbox"/> Caribbean, Caribbean Scottish or Caribbean British</p> <p><input type="checkbox"/> Black, Black Scottish or Black British</p> <p><input type="checkbox"/> Any other</p> <p><i>Please indicate here:</i></p>

### General description

Height & weight, build	
Hair colour	
Wig/hair piece	Yes/No/Details
Wears glasses	Yes/No/Details
Facial hair	Yes/No/Details

### Medical information incl. GP details

Has a dementia diagnosis or has memory problems	Yes/No/Details
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Any mental health issues e.g. anxiety, depression	Yes/No/Details
Other health issues e.g. Diabetes etc.	Yes/No/Details
Has a disability	Yes/No/Details
Any sensory impairment e.g. hearing difficulties, sight difficulties	Yes/No/Details
How best to communicate with the person? Eg. BSL, non-verbal communication, Makaton, pictures	
Any mobility issues e.g. uses a stick, falls, breathlessness	Yes/No/Details
Level of fitness	
GP contact details	
Takes medication – please provide any additional information you think may be useful.	Yes/No/Details
Is the person at any risk without it?	Yes/No/Details

### Address information

Current full address:	
Lives alone	Yes/No/Details
Lives with others, if yes state who	Yes/No/Details
Is there any technology in place to help locate the person? Eg. GPS.	Yes/No/Details (incl. provider and contact details)
Does the person have a community alarm?	Yes/No/Details (incl. provider and contact details)
Name of next of kin / carer	
Previous addresses (Indicate if childhood)	1
	2
	3
Name and address of schools attended	1
	2
	3

Previous employment	
Most significant job	
Places of work and addresses	1
	2
	3
Lifestyle history	
Favourite places	1
	2
	3
Hobbies Bowling, fishing, parks visited etc.	
Regular patterns /places visited e.g. doctor/chemist/volunteering/ shops/pub/café/church/graveyards	
Regular or favourite holiday spots	
Travel	
Buses/Trams What route; bus number regularly used?	Yes/No – Details

Has a bus pass? Uses the tram?	Yes/No - Details
Trains Station(s) travelled to and from	
Car, motorbike, mobility scooter Access to vehicle Vehicle registration Make/Model/Description	Yes/No - Details
<b>Financial</b>	
Access to money Carrying cash Bank card Bank branch usually visited? Is cash stored in house?	Yes/No - Details
<b>Phone and internet</b>	
Uses mobile phone (incl. make and model) Mobile number Network provider if known Is tracking software installed? Eg. FindMyiphone  Uses Internet? Uses social media?	Yes /No - Details   Yes/No – Details  Yes/No – Details Yes/No – Details

<p>Is tracking software installed? Eg. mapping on Facebook or Snapchat.</p> <p>Guidance on location software can be found at:</p> <ul style="list-style-type: none"> <li>- <a href="https://support.apple.com/en-gb/explore/find-my-iphone-ipad-mac-watch">https://support.apple.com/en-gb/explore/find-my-iphone-ipad-mac-watch</a></li> <li>- <a href="https://support.snapchat.com/en-GB/a/snap-map-about">https://support.snapchat.com/en-GB/a/snap-map-about</a></li> <li>- <a href="https://lifelacker.com/whatsapp-just-added-live-location-sharing-heres-how-to-1819658511">https://lifelacker.com/whatsapp-just-added-live-location-sharing-heres-how-to-1819658511</a></li> </ul>	<p>Yes/No - Details</p> <p><b>NB. If the person doesn't have a phone, please consider purchasing one. A smartphone with apps that can share location data is one of the fastest ways to locate someone if they do go missing.</b></p>
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### Phobias and fears

<p>Phobias that may affect the person</p> <p>How might they react if frightened or worried?</p>	
<p>Anything that might relax or calm the person if they are distressed?</p>	

### Contact details of family/friend/primary carer/support worker/other circles of support

Name	Relationship (eg. wife, son, daughter, friend, carer, support worker)	Contact Telephone Number & address

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**Additional useful information**

**Has the main carer/next of kin downloaded the Purple Alert App?**



**Yes/No**

Purple Alert is a mobile app for people with dementia that allows the community to help if someone with dementia is missing. The app allows the main carer to share information regarding the missing person at the point of crisis and allows for eyes and ears on the ground

immediately helping with the search. The app was developed by Alzheimer Scotland and is free. More information on purplealert.org.uk <<http://purplealert.org.uk>>

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