Winnipeg Regional Health Authority | Office régional de la santé de Winnipeg
Caring for Health | À l'écoute de notre santé

kidneyhealth.ca
manitoba renal program

Hôpital St-Boniface Hospital

SEVEN OAKS General Hospital

60.30.03 Appendix A

Peritoneal Dialysis Community Care Program Reporting Form for a Missing Employee

Employee Information:

Name: _____ Phone number(s): ___-___-____

___-___-____

Person Reporting:

Name: _____ Phone number(s): ___-___-____

___-___-____

Initial Report:

Date/time notification employee missing: . . . . . D D M M M Y Y Y Y ____ 24 HOUR

Location where the employee was expected to report: _____

Date/time and location where the employee was last seen or heard from: D D M M M Y Y Y Y ____ 24 HOUR

_____

Attempts to contact employee/time: . . . . . #1 ____ 24 HOUR #2 ____ 24 HOUR #3 ____ 24 HOUR

Manager/delegate notified by: _____

Emergency/Recovery Protocol Initiated:

Employee assignment: _____

Last attended visit and address: D D M M M Y Y Y Y ____ 24 HOUR _____

Next scheduled visit and address: D D M M M Y Y Y Y ____ 24 HOUR _____

Emergency contact notified by/time: _____ ____ 24 HOUR

- ☐ Contact Winnipeg Police immediately if foul play suspected at 911
- ☐ Check in with area hospitals
- ☐ Contact Winnipeg Police Service Missing Person at 204 986 6250 (Employee's emergency contact)
  - See Standard 60.30.03 Working Alone Standard for PDCC at www.kidneyhealth.ca

Additional information/Comments:

_____

_____

_____

_____