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# Policy Directive

## OLATHE POLICE DEPARTMENT

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SUBJECT: Special Duty Assignments/Military Deployments  
CANCELS: N/A

NUMBER: 3.3  
DATE: 04/02/2010

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#### I. Purpose

The purpose of this policy is to define the requirements, conditions and process for the return of active duty military personnel to full duty as a commissioned police officer or civilian employee with the Olathe Police Department and to establish the requirements for any personnel in Special Duty Assignments.

#### II. Definitions

Military Deployment-The relocation of military forces to designated operational areas.

Special Duty Assignments-A work related exposure or series of exposures to events that may seriously create changes in the person's emotional, cognitive, or behavioral functioning.

Examples of Special Duty Assignments may include, but are not limited to:

1. Participation in disaster relief efforts
2. Prolonged Military Deployments
3. Child abuse (physical and sexual) and child pornography investigations

#### III. Policy

The Olathe Police Department is committed to providing services to assist all employees in Special Duty Assignments. These assignments include HARCFL detective/s, Detectives assigned to investigate child physical and sexual abuse cases, and any personnel on Military Deployment.

#### IV. Procedure

- A. Eligibility

1. All full time commissioned and non-commissioned police department employees.

B. Required Referral

1. An initial appointment with the Police Departments approved psychologist shall be scheduled through the personnel division when:
  - a. An employee returns from military deployment and before they return to duty.
  - b. Follow up appointments will be scheduled at three month intervals for a total of 3 visits in a six month period. It is recommended that the employees spouse or significant other accompany the employee to the second visit.
  - c. Subsequent appointments may be requested by the employee or the psychologist.
2. When a military deployment occurs the employee may be assigned a Peer Support Team Member that shall serve as a department contact while the employee is deployed. The Peer Support Team Member may remain assigned to the employee throughout the deployment and for a period of 12 months after the member returns to duty.
  - a. The deployed employee may voluntarily contact the Peer Support Member as he/she wishes, either during the deployment or after his/her return to duty.
  - b. The Peer Support Member is not to be viewed as a licensed or professional counselor, rather as a person to whom the employee can talk to if needed.
  - c. Discussions between the employee and Peer Support Member shall remain confidential unless the employee discloses information of criminal conduct, or is a danger to themselves or others.
3. Personnel assigned to Special Duty assignments such as HARCFL and child abuse case investigation will have an appointment with the department approved psychologist after their first six months of the assignment and at six month intervals while they maintain the assignment.
4. Personnel assigned to Disaster relief efforts may have a mandatory visit with the Department approved psychologist upon their return from the relief effort and prior to resuming their normal duties.

C. Supervisor Responsibilities

1. Supervisors shall monitor Special Assignment Personnel and their performance to identify any potential problems after the employee returns to duty. Supervisors shall document any issues related to:
  - a. Attendance
  - b. Job performance; decline of
  - c. Observed changes in behavior
  - d. Pattern of citizen complaints/concerns
  
- D. Any employee who participates in the program will be required to participate in any treatment program recommended by the psychologist.
  
- E. All pre-approved expenses related to this program will be the responsibility of the Olathe Police Department. An employee's assigned work schedule will be taken into consideration when scheduling appointments with the psychologist.
  
- F. Employee participation in this program and any treatment administered during this program is completely confidential. Results of any counseling shall be disclosed only to the employee, unless the psychologist determines it necessary to disclose information to the department. In that circumstance the information will be disclosed to the Chief of Police or their designee and disseminated as is necessary and on a need to know basis.

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**Steven Menke**  
**Chief of Police**