Communications Division - Dispatching Chaplains

713.1 DISPATCHING CHAPLAINS WHEN REQUESTED BY SAN MATEO POLICE

The San Mateo Police Department (SMPD) may request a Chaplain to respond to the scene of an incident as outlined in Policy 376. When a chaplain is requested in the field, dispatch shall contact the SMPD Field Operations Captain, who will notify the SMPD Chaplains. Once the Captain has confirmed a Chaplain is responding, the dispatcher should dispatch the call sign "CHAPLN" to the incident. If the Field Operations Captain isn't able to reach a Chaplain, or no Chaplains are available to respond, dispatch should document this in the incident. The Chaplain should call into dispatch to advise when they have cleared.

713.2 DISPATCHING CHAPLAINS WHEN REQUESTED BY AN OUTSIDE AGENCY

There may be times when an outside agency requests an SMPD Chaplain to respond to one of their incidents. In the event of an outside agency request, dispatch should create an incident using the type code "CHAPLAIN", ascertain the location of the requested response, and document any pertinent details. Dispatch shall notify the Field Operations Captain, who will approve or deny the request and contact the Chaplain directly with details. The dispatcher can annotate whether a Chaplain will be responding or is unable to and clear the incident with the appropriate disposition. SMPD Chaplains can not respond to outside agencies' incidents without the Field Operations Captains' (or his/her designees') approval.

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