



PRICE COUNTY PROJECT LIFESAVER®

Standard Operating Procedure

Enrollment

Transmitters will be placed with clients **only** at the request of a legally responsible party, i.e.:

1. Spouse.
2. Son or daughter, in the absence of a spouse.
3. Family member having legal, primary caregiver responsibility.
4. Assisted living or nursing home administrator requiring transmitter for client to reside at the facility.
5. Father or Mother, if client is a minor.

- ❖ In the event there is no spouse and there is disagreement on placement, no placement will be done until requested by the family member having legal authority via Power of Attorney or Court Order naming him/her as the responsible caregiver. This will also apply in the case of minors with no parent available.
- ❖ Caregivers will be provided with instructions and emergency contact phone numbers.
- ❖ Caregivers will be provided a tester and given instructions on its use and the procedures to test the transmitter daily and record the rescues on the monthly inspection sheet.
- ❖ The caregivers will be given a contract and the terms and agreements explained. The contract must be signed and filed at the Administration Office.

Servicing

1. All transmitter batteries / bands to be changed every 30 days or, if caregiver notifies agency of a dead battery, replaced with fresh battery and new band, either:
 - a. By a unit member.
 - b. Volunteer trained and supervised by a unit member.
2. Caregiver will be contacted 3-4 days prior to change date to arrange date and time for change.
 - a. If unable to contact caregiver, member will leave a note at caregivers address stating inability to contact and requesting call back.
 - b. If no contact is made within 4 days past the change date a unit member will notify the Program Administrator.
3. Completed Monthly Inspection sheets will be collected and a new sheet given to caregiver. The completed Monthly Inspection sheet is to be turned in to the Program Administrator within 3 business days.
4. The transmitter will be inspected visually and the frequency will be verified.