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

**If you are concerned about a person living with dementia and believe they are missing, this is an emergency and you MUST dial 999.**

This form is designed to be completed by a family member/friend/neighbour with copies of the form being held by all relevant people. It is a good idea to fill this form in after diagnosis so you are prepared. Keep it as up-to-date as possible.

|  |  |
| --- | --- |
| **Photographs**  Ideally provide facial close up and a full length picture. | |
| **Full name of the person** |  |
| Preferred name |  |
| Nick name |  |
| Maiden name |  |
| **Date of Birth** | **Age** |
| **Race/ethnicity** (please state)  First Language Spoken  Other Languages Spoken |  |
| **General description** | |
| Height & Weight |  |
| Hair Colour |  |
| Wig/hair piece | Yes/No |
| Wears glasses | Yes/No |
| Facial hair | Yes/No |
| Scars/Tattoos | Yes/No |
| Sensory Impairment (please state) |  |
| **Medical information** | |
| Has a dementia diagnosis or has memory problems | Yes/No |
| Other health issues e.g. Diabetes etc. |  |
| Takes medication – give details    Are they at any risk without it? | Yes/No  Yes/No |
| **Places and Addresses of Interest** | |
| **Current address** |  |
| **Lives alone** | Yes/No |
| **Lives with others, if yes state who** | Yes/No Details |
| **Previous addresses**  Indicate if childhood **1** |  |
| **2** |  |
| **3** |  |
| **Jobs, interests and habits** | |
| **Most significant job** |  |
| **Places of work and addresses 1** |  |
| **2** |  |
| **3** |  |
| **Favourite places 1** |  |
| **2** |  |
| **3** |  |
| **Hobbies** (bowling, fishing, parks visited etc.) |  |
| **Regular patterns / places visited** |  |
| Doctors / Chemist / volunteering |  |
| Shops / Pub / café |  |
| Place of Worship |  |
| **Regular or favourite holiday spots** |  |
| **Travel patterns, past & present** | |
| **Buses**  What route, bus number?  Have they got a bus pass? | Yes/No |
| **Trains**  Station(s) travelled to and from |  |
| **Car, Motorbike, Mobility Scooter**  Still driving  Previously driven  Access to vehicle  Vehicle make, colour and registration | Yes/No  Yes/No  Yes/No |
| **Access to money**  Carrying cash  Bank card  Which bank and branch visited | Yes/No  Yes/No |
| **Phone**  Uses a mobile phone  Mobile number | Yes /No |
| **Phobias/Fears**  Phobias that may affect them    How might they react if frightened/worried? |  |
| **Additional useful information:** | |

|  |  |  |
| --- | --- | --- |
| **Contact details for next of kin and key people** | | |
| **Name** | **Relationship (eg spouse, child, carer etc)** | **Contact number** |
|  |  |  |
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South Yorkshire Police will ensure that any data kept on their data base is done in accordance with the **Data Protection Act** and the **Management of Police Information Rulings** and **will not** disclose data to any third party.

Following completion of this form, relatives and carers can request an NFC enabled (Near-field Communication) assistance Wristband or Hangtag for their family members. The devices, programmed by South Yorkshire Police, store information about the wearer including their name and an emergency contact number which can be retrieved by emergency services, health professionals via a mobile phone to help return the wearer to safety if they are found lost or in need of assistance.

Please return completed forms by email and include any request for an NFC device to: [herbert\_protocol@southyorks.pnn.police.uk](mailto:herbert_protocol@southyorks.pnn.police.uk)