

# Bennett Centre LTC

## Missing Resident Description Log

The resident description log is used when a resident has gone missing from north or east wing to aid all staff in the missing resident search. This information may be shared with some or all of Security, Switchboard (for overhead paging) at the hospital and Police, as required to assist in the search.

Month/Day/Year	Time (24 hours) Last Seen	Unit	Time Code Initiated
Resident Last Name, First Name, Middle Initial		Preferred Name	
Family/Substitute Decision Maker: _____			
Contact Information: _____			
Informed:    Yes    No    When Informed: _____			

<b>Missing Resident</b>	
Gender	
Age/Date of Birth	
Height	
Build	
Ethnicity	
Skin Colour / Complexion	
Eye Colour	
Hair (Colour/Style)	
Facial Hair	
Distinguishing Features (i.e. casts, tattoos, dressings, glasses, etc.)	
Clothing last seen wearing (e.g. headwear, shirts, shoes, etc.)	
Cash/clothes taken	
Places frequented	
If Missing before, where found	

Additional Comments (language spoken, ambulation, deficits):

\_\_\_\_\_  
Staff Name

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Time and Date Log Completed