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

This form is designed to be completed by a family member, friend, neighbour, primary carer or other circles of support; with copies of the form being held by all relevant people. It is a good idea to fill in this form after diagnosis so you are prepared. Keep it as up-to-date as possible. If you answer ‘Yes’ to any of the questions please give further details. If you need more space, please use the ‘additional information’ box at the end of the form.

**If you are concerned about a person living with dementia and believe they are missing, this is an emergency and you MUST dial 999. Please ensure you make this form immediately available to the attending police officers.**



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| **Photographs**Experience has shown that, if someone goes missing and is at risk, circulating their photograph has proved to be one of the most effective ways of assisting an enquiry to trace them quickly.In the event of someone going missing the police may use the photograph by sharing it on social media, mainstream media or for other public appeals.Ideally, provide a facial close up  and a full-length picture.  Please attach photographs to this form ASAP |

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| **General information** |
| Full name of the person  |  |
| Known as / preferred name |  |
| Current telephone number |  |
| Date of birth and place of birth |  |
| Language/s spoken (please list) |  |
| Marks / scars / tattoos  |  |
| Has the person been missing before?If yes, please provide further details, such as, when and where they were found. |  |
| **Ethnic group** |
| WHITE[ ] Scottish/Welsh/English/Northern Irish/British[ ] Irish[ ] Gypsy or Irish Traveller[ ] Any other White background*Please indicate here:* | MIXED/MULTIPLE ETHNIC GROUPS[ ] White and Black Caribbean[ ] White and Black African[ ] White and Asian[ ] Any other Mixed/multiple ethnic background*Please indicate here:* |
| ASIAN or ASIAN BRITISH[ ] Indian[ ] Pakistani[ ] Bangladeshi[ ] Chinese[ ] Any other Asian background*Please indicate here:* | BLACK/AFRICAN/CARIBBEAN/BLACK BRITISH[ ] African, African Scottish or African British[ ] Caribbean, Caribbean Scottish or Caribbean British[ ] Black, Black Scottish or Black British[ ] Any other*Please indicate here:* |
| **General description** |
| Height & weight, build |  |
| Hair colour  |  |
| Wig/hair piece | Yes/No/Details |
| Wears glasses  | Yes/No/Details |
| Facial hair | Yes/No/Details |
| **Medical information incl. GP details** |
| Has a dementia diagnosis or has memory problems  | Yes/No/Details |
| Any mental health issues e.g. anxiety, depression | Yes/No/Details |
| Other health issues e.g. Diabetes etc.  | Yes/No/Details  |
| Has a disability | Yes/No/Details  |
| Any sensory impairment e.g. hearing difficulties, sight difficulties | Yes/No/Details |
| How best to communicate with the person? Eg. BSL, non-verbal communication, Makaton, pictures |  |
| Any mobility issues e.g. uses a stick, falls, breathlessness | Yes/No/Details |
| Level of fitness |  |
| GP contact details |  |
| Takes medication – please provide any additional information you think may be useful. Is the person at any risk without it? | Yes/No/Details Yes/No/Details |
| **Address information** |
| Current full address: |  |
| Lives alone  | Yes/No/Details |
| Lives with others, if yes state who  | Yes/No/Details  |
| Is there any technology in place to help locate the person? Eg. GPS. | Yes/No/Details (incl. provider and contact details) |
| Does the person have a community alarm? | Yes/No/Details (incl. provider and contact details) |
| Name of next of kin / carer |  |
| Previous addresses(Indicate if childhood)  | 1 |
|  | 2 |
|  | 3 |
| Name and address of schools attended | 1 |
|  | 2 |
|  | 3 |
| **Previous employment** |
| Most significant job  |  |
| Places of work and addresses | 1 |
|  | 2 |
|  | 3 |
| **Lifestyle history** |
| Favourite places | 1 |
|  | 2 |
|  | 3 |
| Hobbies Bowling, fishing, parks visited etc. |  |
| Regular patterns /places visited e.g. doctor/chemist/volunteering/shops/pub/café/church/graveyards |  |
| Regular or favourite holiday spots |  |
| **Travel** |
| Buses/Trams What route; bus number regularly used? Has a bus pass? Uses the tram? | Yes/No – DetailsYes/No - Details |
| Trains Station(s) travelled to and from |  |
| Car, motorbike, mobility scooterAccess to vehicleVehicle registration Make/Model/Description | Yes/No - Details |
| **Financial** |
| Access to moneyCarrying cashBank cardBank branch usually visited?Is cash stored in house? | Yes/No - Details  |
| **Phone and internet** |
| Uses mobile phone (incl. make and model)Mobile numberNetwork provider if knownIs tracking software installed? Eg. FindMyiphoneUses Internet?Uses social media? Is tracking software installed? Eg. mapping on Facebook or Snapchat.Guidance on location software can be found at:* <https://support.apple.com/en-gb/explore/find-my-iphone-ipad-mac-watch>
* <https://support.snapchat.com/en-GB/a/snap-map-about>
* <https://lifehacker.com/whatsapp-just-added-live-location-sharing-heres-how-to-1819658511>
 | Yes /No - DetailsYes/No – DetailsYes/No – DetailsYes/No – DetailsYes/No - Details**NB. If the person doesn’t have a phone, please consider purchasing one. A smartphone with apps that can share location data is one of the fastest ways to locate someone if they do go missing.** |
| **Phobias and fears** |
| Phobias that may affect the personHow might they react if frightened or worried? |  |
| Anything that might relax or calm the person if they are distressed? |  |

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| **Contact details of family/friend/primary carer/support worker/other circles of support** |
| **Name**  | **Relationship (eg. wife, son, daughter, friend, carer, support worker)** | **Contact Telephone Number & address** |
|  |  |  |
|  |  |  |
|  |  |  |
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| **Additional useful information** |
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| C:\Users\905940\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Word\PA Logo purple.png**Has the main carer/next of kin downloaded the Purple Alert App?****Yes/No**Purple Alert is a mobile app for people with dementia that allows the community to help if someone with dementia is missing. The app allows the main carer to share information regarding the missing person at the point of crisis and allows for eyes and ears on the ground immediately helping with the search. The app was developed by Alzheimer Scotland and is free. More information on purplealert.org.uk <<http://purplealert.org.uk>> |