

William B. Ogden Free Library
VULNERABLE ADULTS POLICY

Purpose

The library has a responsibility to provide an environment that is safe and comfortable for every patron who is using its services and facilities. The Board of Trustees and staff are eager for vulnerable adults to use the library and welcomes those who do so. However, the library cannot be held responsible for incidents, accidents, or other liabilities arising from the actions of vulnerable adults.

The responsibility for the safety and behavior of vulnerable adults in the library rests with the parent/guardian or caregiver. Vulnerable adults who are unable to abide by the library's Patron Code of Conduct should not be in the library unattended.

Definitions

A vulnerable adult is defined as:

- An individual over the age of 18 who is cognitively, behaviorally, or physically challenged to a degree that significantly impairs the individual's ability to provide adequately for his/her own care or manage his/her own behavior without assistance and who are not under the direct supervision of a parent, legal guardian or caregiver.
- An adult not picked up by closing time who needs assistance in procuring transportation.

Policy

- Vulnerable adults, who can understand and follow the Patron Code of Conduct and who can care for themselves, are welcome to be in the library unattended.
- Vulnerable adults who are functionally, mentally, or physically unable to reasonably care for themselves in an emergency situation should not be left alone or unattended in the library, including at library programs.
- Vulnerable adults who are unable to provide for their own personal care needs and/or manage their own behavior without caregiver assistance should not be left in the library without a responsible caregiver.
- Vulnerable adults who need help from staff beyond assistance with normal library services should not be left in the library without a responsible caregiver. Staff cannot be expected to monitor or prevent vulnerable adults from leaving the building/grounds or to assume responsibility for monitoring their behavior.
- Staff will attempt to contact a parent/guardian or caregiver when a vulnerable adult's health or safety is in doubt, their behavior disturbs other library users, their actions violate any of the library's Patron Code of Conduct, or if the parent/guardian or caregiver is not present at closing time. If the parent/guardian or caregiver cannot be located, library staff will contact law enforcement to assist the vulnerable adult. A staff member will remain with the vulnerable adult until law enforcement arrives. If law enforcement

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has been called for assistance at closing time, two staff members must wait with the vulnerable adult until they arrive.

- Library staff may not transport vulnerable adults to any location, even by request of the parent/guardian or caregiver.

Follow Up

In any situation involving the safety of a vulnerable adult, and specifically whenever the parent/guardian, caregiver or police are contacted, staff will complete an Incident Report. If an incident report is filed, a letter will be sent by the Library Director directly to the parent/guardian or caregiver stressing the library's concern for the safety of vulnerable adults and the importance of developing alternative care options.

Adopted Date: August 1, 2023